



# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Meeting Agenda Board of Aldermen



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Tuesday, February 19, 2019

7:00 PM

Board Chambers - Room 110

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### 7:00-7:10

#### A. POETRY READING, PROCLAMATIONS & ACKNOWLEDGEMENTS

1. [19-81](#) Proclamation - Invasive Species Week

### 7:10-7:15

#### B. ANNOUNCEMENT OF UPCOMING MEETINGS

### 7:15-7:20

#### C. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

### 7:20-7:30

#### D. CONSENT AGENDA

1. [19-80](#) Approval of February 5, 2019 Meeting Minutes
2. [19-73](#) Request to Make Appointments to the Greenways Commission  
**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Greenways Commission.  
**Attachments:** [Attachment A - Appointment Resolution](#)

#### E. OTHER MATTERS

### 7:30-7:40

1. [19-43](#) Review of Board of Aldermen Discussion Guidelines  
**PURPOSE:** The purpose of this item is to provide the Board of Aldermen time to review and discuss a draft update to the Board of Aldermen discussion guidelines.

**Attachments:** [Attachment A. Updated Discussion Guidelines](#)  
[Attachment B. Updated Discussion Guidelines \(with references\)](#)  
[Attachment C. Board Discussion Guidelines](#)  
[Attachment D. Public Hearing Discussion Guidelines](#)  
[Attachment E. 5 Tips for Civil Discourse](#)

### **7:40-7:50**

2. [19-67](#)

#### Appointments to the Bicycle Plan Steering Committee

**PURPOSE:** The purpose of this agenda item is to provide the Board of Aldermen an opportunity to modify the Bicycle Plan Steering Committee make-up to include additional stakeholders, adopt the charge of the committee, and make appointments to the committee.

**Attachments:** [Attachment A - Resolution adding stakeholder groups](#)  
[Attachment B - Resolution adopting the charge and making appointments to the bike plan steering committee](#)  
[Attachment C - Staff Memo - Summary of bicycle plan update steering committee members & staff outreach and communication methods](#)  
[Attachment D - Recieved bike plan steering committee applications](#)

### **7:50-8:00**

3. [19-74](#)

#### Request to Make an Appointment to the Human Services Advisory Commission

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Human Services Advisory Commission

**Attachments:** [Attachment A - Resolution Making Appointment - Human Services Advisory Commission](#)  
[Attachment B - 2019 Human Services Advisory Commission Information Matrix.docx](#)  
[Attachment C - Chair Forms and Applications.pdf](#)

### **8:00-8:10**

4. [19-77](#)

#### Request to Make Appointments to the Transportation Advisory Board

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Transportation Advisory Board

**Attachments:** [Attachment A - Appointment Resolution](#)  
[Attachment B - 2019 Transportation Advisory Board Information Matrix.docx](#)  
[Attachment C - Chair Forms and Applications](#)

### **8:10-8:25**

5. [19-70](#) Update on the Draft 2020-2029 STIP and Consideration of Transportation Projects for Prioritization 6.0
- PURPOSE:** The purpose of this agenda item is to provide the Board with an update on the draft 2020-2029 State Transportation Improvement Program (STIP), and to receive input on potential projects to submit for the 2022-2031 STIP through the Strategic Prioritization process 6.0.
- Attachments:** [Attachment A - Resolution](#)  
[Attachment B - Project Table](#)

**8:25-8:40**

6. [19-76](#) Update on Development of Zoning Strategies for Historic Rogers Road Neighborhood to Implement “Mapping Our Community’s Future” Report
- PURPOSE:** The purpose of this agenda item is to provide the Board of Aldermen an update on the development of tools to implement the land use management/zoning concepts included in the 2016 report prepared for the neighborhood.
- Attachments:** [Attachment A - Mapping Our Community's Future Report](#)  
[Attachment B - Rogers Road Business Analysis, Final Report](#)  
[Attachment C - Draft Zoning Strategies Outline](#)

F. MATTERS BY BOARD MEMBERS

G. MATTERS BY TOWN MANAGER

H. MATTERS BY TOWN ATTORNEY

I. MATTERS BY TOWN CLERK







# Town of Carrboro

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## Agenda Item Abstract

**File Number:** 19-81

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Proclamation - Invasive Species Week





# Town of Carrboro

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301 W. Main St.  
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## Agenda Item Abstract

**File Number:** 19-80

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Approval of February 5, 2019 Meeting Minutes





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-73

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Request to Make Appointments to the Greenways Commission

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Greenways Commission.

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** The Greenways Commission currently has three expiring term seats eligible for appointment. Applications were received from: Ethan Beattie, Jeff Summerlin-Long, and Alyson West. Dave Mabe is the current chair of the Greenways Commission and provided the attached chair forms and recommended all three applicants for appointment via email to the Town Clerk.

Ethan Beattie and Charlie Hileman have expiring terms. Charlie Hileman did not reapply. Johnny Randall is ineligible for reappointment due to living outside of the town limits.

Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.

The chair of each board shall submit a Recommendation Form/Application Review Form to the Town Clerk within one week of the applicant's attendance at a meeting. If a meeting is not planned, the chair shall provide a Recommendation Form/Application Review to the Town Clerk within one week of a conversation with the applicant.

Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Board of Aldermen.

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**Agenda Date:** 2/19/2019

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The attached resolution appoints the three applicants to the Greenways Commission.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** It is recommended that the Mayor and Board discuss the applicants and adopt the attached resolution.

**ATTACHMENT A**

**A RESOLUTION MAKING APPOINTMENT(S) TO THE  
GREENWAYS COMMISSION**

THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING APPLICANT(S)  
TO THE GREENWAYS COMMISSION:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
Member	Alyson West	2/2021
Member	Ethan Beattie	2/2022
Member	Jeff Summerlin-Long	2/2022

Section 2. This resolution shall become effective upon adoption.

## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, January 09, 2019 9:15 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name      Greenways Commission

Your Name      David Mabe

Applicant Name      Ethan Beattie

Outstanding Qualifications      Ethan has been an asset to the commission for as long as I've been a member. He has served as the vice chair during my tenure as chair. Ethan is the only commission member with young children which gives him a unique and important perspective on the commission. I'm happy Ethan has decided to reapply for another term on the commission.

How applicant compliments current board composition:      Ethan is the only commission member with young children which gives him a unique and important perspective on the commission. Ethan lives in Lake Hogan and very often provides valuable insight from the neighborhood perspective specifically with the Jones Creek project.

Other comments:      I fully endorse Ethan's application to serve another term on the committee!

Applicant Name      *Field not completed.*

Outstanding Qualifications      *Field not completed.*

Other Comments:      *Field not completed.*

Applicant Name      *Field not completed.*

Outstanding Qualifications:      *Field not completed.*

Other Comments:      *Field not completed.*

Applicant Name      *Field not completed.*

Outstanding      *Field not completed.*



Qualifications:

Other Comments: *Field not completed.*

Applicant Name *Field not completed.*

Outstanding  
Qualifications: *Field not completed.*

Other Comments: *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Sunday, December 30, 2018 10:08 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name      Greenways Commission

Your Name      David Mabe

Applicant Name      Jeff Summerlin-Long

Outstanding Qualifications      Jeff has a PhD in Public Policy and was a licensed attorney in NC for 17 years. He has shown me to be motivated to serve on the commission having met with me personally to discuss the commission and attending each meeting that was available to attend. In the November commission meeting, Jeff contributed valuable input that has an extremely positive effect on that meeting. We were discussing term limits and we were at somewhat of an impasse in the discussions. Jeff stepped in with the perfect legal language required that everyone could agree to. The commission ended up voting unanimously for the language. I was very impressed by his demeanor - very obviously competent but in no way overbearing or confrontational. It was great to have someone have such a positive impact on his very first commission meeting.

How applicant compliments current board composition:      Although Jeff doesn't satisfy gender diversity for our commission makeup, he does satisfy neighborhood/geographic diversity as he lives off of Tallyhoe - an area that is not at all represented on the commission and is in close proximity to the most recent greenway project and a future project.

Other comments:      Jeff's residential location along with his qualifications and eagerness to meet with me outside of the commission meetings and his enthusiasm to attend commission meetings that makes me recommend him for filling out impending vacancy on the commission.

Applicant Name      *Field not completed.*

Outstanding Qualifications      *Field not completed.*

Other Comments: *Field not completed.*

Applicant Name *Field not completed.*

Outstanding  
Qualifications: *Field not completed.*

Other Comments: *Field not completed.*

Applicant Name *Field not completed.*

Outstanding  
Qualifications: *Field not completed.*

Other Comments: *Field not completed.*

Applicant Name *Field not completed.*

Outstanding  
Qualifications: *Field not completed.*

Other Comments: *Field not completed.*

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## Catherine Dorando

**From:** noreply@civicplus.com  
**Sent:** Wednesday, January 09, 2019 9:11 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name: Greenways Commission

Your Name: David Mabe

Your Seat Title: Chair

Applicant Name: Ethan Beattie

Date of last contact with applicant: 1/7/2019

Summary of Qualifications: Ethan has been an asset to the commission for as long as I've been a member. He has served as the vice chair during my tenure as chair. Ethan is the only commission member with young children which gives him a unique and important perspective on the commission. I'm happy Ethan has decided to reapply for another term on the commission.

Advisory Board Chair reconfirmed applicant's interest in serving by phone or email: Yes

If no, briefly explain: *Field not completed.*

Applicant attended advisory board meeting prior to BOA review: Yes

If yes, date of advisory board meeting: 1/7/2019

Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board: Yes

If no, briefly explain:

*Field not completed.*

In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

Neighborhood/geographic diversity, Occupation, experience or special skills, Previous public service or community involvement

If other, please explain:

*Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Sunday, December 30, 2018 9:53 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name: Greenways Commission

Your Name David Mabe

Your Seat Title Chair

Applicant Name: Jeff Summerlin-Long

Date of last contact with applicant 12/10/2018

Summary of Qualifications: Jeff lives off Tallyhoe which gives important geographical diversity on the commission. He is a runner and cyclist whose family uses greenways in our area often. Jeff has a PhD in Public Policy and was a licensed attorney in NC for 17 years. He has also coached his son's Rainbow soccer team for the last 4 years.

Advisory Board Chair reconfirmed applicant's interest in serving by phone or email: Yes

If no, briefly explain *Field not completed.*

Applicant attended advisory board meeting prior to BOA review: Yes

If yes, date of advisory board meeting: 11/19/2018

Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board: Yes

If no, briefly explain:

*Field not completed.*

In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

Neighborhood/geographic diversity, Occupation, experience or special skills, Previous public service or community involvement

If other, please explain:

*Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Sunday, December 30, 2018 9:46 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name: Greenways Commission

Your Name David Mabe

Your Seat Title Chair

Applicant Name: Alyson West

Date of last contact with applicant 11/14/2018

Summary of Qualifications: Member of Orange County unified transportation board. NC Highway Safety center researcher. Received Masters' Degree in City and Regional Planning from UNC in 2018.

Advisory Board Chair reconfirmed applicant's interest in serving by phone or email: Yes

If no, briefly explain Field not completed.

Applicant attended advisory board meeting prior to BOA review: No

If yes, date of advisory board meeting: Field not completed.

Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board: No

If no, briefly explain: When we spoke she thought we met quarterly. Canceled her planned attendance at last minute for November meeting.



In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

Gender diversity

If other, please explain: *Field not completed.*

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## Catherine Dorando

**From:** noreply@civicplus.com  
**Sent:** Sunday, December 09, 2018 4:06 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

### Advisory Board Application

First Name	Ethan
Last Name	Beattie
Date	12/10/2018
Address1	811 Long Meadows Rd
Address2	Field not completed.
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone	7039892623
Email Address	<a href="mailto:ethan@lawbeattie.com">ethan@lawbeattie.com</a>
Date of Birth	4/7/1977
Race	Caucasian
Sex	Male
Occupation	Attorney
Are you a registered	Yes

## Orange County Voter?

Length of Residence in  
Orange County

10 years

Length of Residence in  
the Town of Carrboro

10 years

I wish to be considered  
for appointment to the  
following  
committee/board(s)  
(Select no more than two  
(2)):

Greenways Commission

Other (advisory board not  
listed):

*Field not completed.*

Advisory Board  
Preference

Greenways Commission

\*Employer/Self  
Employed

Self Employed (Beattie Law Firm, PLLC)

Number of Years  
Employed

10 years

\* Provide examples of  
how you are involved in  
the promotion of travel  
and tourism in the Town  
of Carrboro.

N/A

Community  
Activities/Organizational  
Memberships

Current Vice-Chair Carrboro Greenways Commission; 2019  
President - Orange County Bar Association; Treasurer -  
Friends of Bolin Creek; Board of Directors - El Centro Hispano,  
Inc; Legends at Lake Hogan HOA Board; Cub Scout Leader -  
Pack 825.

Experience to Aid You in  
Working on Advisory  
Boards

I currently serve on the Greenways Commission.

Reasons You Wish to be  
Appointed

I wish to continue to serve on the Greenways Commission to  
provide a voice for the Jones Creek, Lake Hogan and upper  
Bolin Creek area of Carrboro. I believe I provide a balanced  
approach and open-mindedness to the Commission's tasks  
and issues presented.

Have you ever served on

Yes

any Town of Carrboro  
Committee or Board?

If yes, which one(s)?      Greenways Commission

Are you currently serving      Yes  
on a Town Board or  
Committee?

If yes, are you applying      No  
for a third consecutive  
term?

If yes, please describe      NA  
how you meet one, or  
more, of the following  
exceptions noted below.

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Friday, November 02, 2018 2:56 PM  
**To:** Catherine Dorando; Rebecca Buzzard; Julie Eckenrode  
**Subject:** Online Form Submittal: Advisory Board Application

### Advisory Board Application

First Name	Jeff
Last Name	Summerlin-Long
Date	11/2/2018
Address1	1011 Brendan Court
Address2	Field not completed.
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone	9193085913
Email Address	<a href="mailto:summerlinlong@gmail.com">summerlinlong@gmail.com</a>
Date of Birth	11/2/2018
Race	White
Sex	Male
Occupation	Professor
Are you a registered	Yes

## Orange County Voter?

Length of Residence in  
Orange County 14 years

Length of Residence in  
the Town of Carrboro 1.5 years

I wish to be considered  
for appointment to the  
following  
committee/board(s) (Do  
Not Select More Than  
Two): Greenways Commission

Other (advisory board not  
listed): *Field not completed.*

Advisory Board  
Preference Greenways Commission

\*Employer/Self  
Employed UNC Chapel Hill

Number of Years  
Employed 4

\* Provide examples of  
how you are involved in  
the promotion of travel  
and tourism in the Town  
of Carrboro. *Field not completed.*

Community  
Activities/Organizational  
Memberships I am active on the UNC campus, but would like to get more  
involved in the broader community. I coach my son's Rainbow  
soccer team, and have done so for the last four years.

Experience to Aid You in  
Working on Advisory  
Boards I have a PhD in Public Policy and was a licensed attorney in  
North Carolina for 17 years. I understand government, at least  
on an academic level, and wish to engage on a more practical  
level.

Reasons You Wish to be  
Appointed I have always been extremely interested in local policy,  
especially anything related to planning and greenways. I am a  
runner and cyclist, and my family uses the greenways in our  
area often. While I am a big proponent of extensive greenways,  
I also understand there are other considerations in the process.  
I just want to be involved in balancing them!

Have you ever served on No

any Town of Carrboro  
Committee or Board?

If yes, which one(s)? *Field not completed.*

Are you currently serving ☐ No  
on a Town Board or  
Committee?

If yes, are you applying ☐ No  
for a third consecutive  
term?

If yes, please describe ☐ N/A  
how you meet one, or  
more, of the following  
exceptions noted below.  
\*Members of the Board  
of Adjustment,  
Environmental Advisory  
Board, Human Services  
Advisory Commission,  
and Transportation  
Advisory Board may be  
reappointed to successive  
terms without limitation  
(Sections 15-29(c), 15-  
45(c) 3-7(d), 3-24(c))

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# TOWN OF CARRBORO

## Application for Membership on a Committee/Board

NAME: ALYSON WEST DATE: 10/6/2018  
ADDRESS:

901 N. GREENSBORO ST. APT. D CARRBORO NC 27510

IS THIS ADDRESS LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF CARRBORO? yes

TELEPHONE: [HOME] (503) 734 5299 [BUSINESS] ( )

E-MAIL ADDRESS: alysan.west@gmail.com

DATE OF BIRTH 11-25-70 RACE: W SEX: F

OCCUPATION researcher

ARE YOU A REGISTERED ORANGE COUNTY VOTER? yes

LENGTH OF RESIDENCE IN ORANGE COUNTY 10+ years

LENGTH OF RESIDENCE IN THE TOWN OF CARRBORO 2+ years

*I wish to be considered for appointment to the following committee/board(s):*

<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> OWASA Board of Directors
<input type="checkbox"/> Animal Control Board of Appeals	<input type="checkbox"/> Orange County Economic Dev. Com.
<input type="checkbox"/> Appearance Commission/NPDC	<input type="checkbox"/> Orange County Human Relations Com.
<input type="checkbox"/> Arts Committee	<input type="checkbox"/> Personnel Advisory Committee
<input type="checkbox"/> Economic Sustainability Commission	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Recreation & Parks Commission
<input type="checkbox"/> Human Services Commission	<input type="checkbox"/> Safe Routes to School Implementation Com.
<input checked="" type="checkbox"/> Greenways Commission	<input type="checkbox"/> Tourism Development Authority*
<input type="checkbox"/> Northern Transition Area Advisory Com.	<input type="checkbox"/> Transportation Advisory Board
	<input type="checkbox"/> Other _____

If you apply for membership on more than one advisory board, please indicate your preference by number, with "1" being your first choice (please limit your selection to two (2) boards). Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

\*EMPLOYER/SELF EMPLOYED UNC HIGHWAY SAFETY RESEARCH CENTER \*NUMBER OF YEARS EMPLOYED 0.5

\*PROVIDE EXAMPLES OF HOW YOU ARE INVOLVED IN THE PROMOTION OF TRAVEL AND TOURISM IN THE TOWN OF CARRBORO?  
(\*REQUIRED ONLY FOR TOURISM DEVELOPMENT AUTHORITY APPLICATION)



COMMUNITY ACTIVITIES/ORGANIZATIONAL MEMBERSHIPS:

Current member of ORANGE COUNTY UNIFIED TRANSPORTATION BOARD. APA-NC member, APBP member

EXPERIENCE TO AID YOU IN WORKING ON THESE ADVISORY BOARDS

Masters degree in city and regional planning - UNC 2018.

Councilwork in complete streets, green ways, and bicycle and pedestrian planning.

REASON(S) YOU WISH TO BE APPOINTED:

I'm a Carrboro citizen interested in contributing to making our town a better place for all people.

HAVE YOU EVER SERVED ON ANY TOWN OF CARRBORO COMMITTEE OR BOARD? IF YES, WHICH ONE(S) NO

ARE YOU CURRENTLY SERVING ON A TOWN BOARD OR COMMITTEE? NO IF YES, ARE YOU APPLYING FOR A THIRD CONSECUTIVE TERM? NO IF YES, PLEASE DESCRIBE HOW YOU MEET ONE, OR MORE, OF THE EXCEPTIONS NOTED BELOW. PLEASE USE AN ADDITIONAL PAGE IF NECESSARY TO COMPLETE.

After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:

1. To retain diversity on an advisory board;
2. To provide continuity in oversight of a major, on-going project;
3. To keep a member who provides expertise otherwise unavailable on an advisory board (e.g., an engineer on the Planning Board or Board of Adjustment); or
4. A lack of qualified applicants.

RETURN THIS FORM TO: TOWN CLERK, 301 WEST MAIN STREET, CARRBORO, N.C. 27510  
[www.townofcarrboro.org](http://www.townofcarrboro.org)

(Please note that this document and the information contained on it is a public record and must be provided by the town to anyone requesting a copy of it.)





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-43

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Review of Board of Aldermen Discussion Guidelines

**PURPOSE:** The purpose of this item is to provide the Board of Aldermen time to review and discuss a draft update to the Board of Aldermen discussion guidelines.

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Chris Milner, Deputy Town Clerk, (919) 918-7310

**INFORMATION:** On January 8, 2019 the Board directed the staff to review the three lists of discussion guidelines currently in use by the Town. The board recommended condensing the three lists into a single, shorter list that would account for all of the guidance directives.

The staff has produced a draft of the updated and consolidated guidelines. This draft is attached along with another version that includes the references from the previous documents. The three original documents are also provided.

**FISCAL & STAFF IMPACT:** NA

**RECOMMENDATION:** Discuss and provide guidance to the staff

## TOWN OF CARRBORO

### Guidelines for Discussing Issues and Solving Problems

- Share all relevant information - be open, honest and factual
- Don't take cheap shots – be respectful of others, avoid the temptation to see disputes as one "side" against the other; respect the ideals of good governance and civil discourse
- Actively solicit opinions and engagement – encourage a balanced and inclusive dialogue that incorporates all relevant positions
- Listen, learn, and respect the opinions and feelings of others; be humble and realize that it's OK for your opinion to change
- Discuss disagreements openly – be active, not passive; don't pretend to agree with something if you don't; your ideas matter
- Keep focused – avoid tangents, respect the time that others are committing
- Be prepared - be ready for (and open to) questions; be ready to clearly explain the reasons behind statements, actions and concerns
- Try to find common interests, don't get stuck in inflexible positions or personal conflicts
- Employ a logical and constructive problem-solving process
  1. Use facts and specific examples to clearly identify the issue
  2. Allow assumptions and potential solutions to be openly tested and respectfully questioned, solicit input and ask relevant questions
  3. Work toward a consensus
  4. Ensure the solution is clearly stated and the proper corrective action is set in motion
  5. Be honest and constructive when assessing the success or failure of solutions and the problem-solving process that led to them, strive for continual improvement

## TOWN OF CARRBORO

### Guidelines for Discussing Issues and Solving Problems

- Share all relevant information - be open, honest and factual  
Share all relevant information (BD-1 and PH-1)
- Don't take cheap shots – be respectful of others, avoid the temptation to see disputes as one "side" against the other; respect the ideals of good governance and civil discourse  
Don't take cheap shots (BD-4 and PH-6)  
Treat other members and their positions with respect (BD-11)  
Avoiding binary thinking which define one against "the other side" – limiting open engagement (CD-3)
- Actively solicit opinions and engagement – encourage a balanced and inclusive dialogue that incorporates all relevant positions  
Ensure a balanced dialogue among all members (BD-6)  
Use questions to solicit information, not to cross examine (BD-7)  
Avoiding binary thinking which define one against "the other side" – limiting open engagement. (CD-3)  
Avoiding fence-building and dismissive words and phrases. Use language that engages and draws the other into discussion (CD-4)
- Listen, learn, and respect the opinions and feelings of others; be humble and realize that it's OK for your opinion to change  
Treat other members and their positions with respect (BD-11)  
Listen attentively and thoughtfully to the perceptions and feelings of others (PH-8)  
Humility – reserve the right to change your mind. (CD-1)  
Solidarity with our conversational partner through active listening, presuming that one has something to learn. (CD-2)
- Discuss disagreements openly – be active, not passive; don't pretend to agree with something if you don't; your ideas matter  
Discuss disagreements openly and not act like one agrees if one does not (BD-5)  
Discuss disagreements openly, but not disagreeably (PH-7)
- Keep focused – avoid tangents, respect the time that others are committing  
Keep comments focused on agenda items (BD-3)

- Be prepared - be ready for (and open to) questions; be ready to clearly explain the reasons behind statements, actions and concerns

Explain reasons behind statements and actions (PH-4)

- Try to find common interests, don't get stuck in inflexible positions or personal conflicts

Focus on interests, not positions (BD-2)

Focus on interests – not positions, problems – not people (PH-5)

Leading with what you are for. You may find that you want the same things ultimately – just through different means. (CD-5)

- Employ a logical and constructive problem-solving process

1. Use facts and specific examples to clearly identify the issue

Identify the issues that need to be resolved (PH-2)

Be concrete and factual, using examples and avoiding generalizing (PH-3)

2. Allow assumptions and potential solutions to be openly tested and respectfully questioned, solicit input and ask relevant questions

Use questions to solicit information, not to cross examine (BD-7)

Jointly design ways of testing solutions (BD-8)

Identify the issues that need to be resolved (PH-2)

Be concrete and factual, using examples and avoiding generalizing (PH-3)

Test assumptions and inferences publicly (PH-9)

3. Work toward a consensus

Work toward consensus positions, after a careful joint problem-solving process, even when a vote must finally be taken (BD-9)

4. Ensure the solution is clearly stated and the proper corrective action is set in motion

\*This item is new

5. Be honest and constructive when assessing the success or failure of solutions and the problem-solving process that led to them, strive for continual improvement

Conduct self-critiques and solicit and offer constructive feedback with one another on our skills of collaborative problem-solving (BD-10)

## BOARD DISCUSSION GUIDELINES

We will strive to do the following:

1. Share all relevant information
2. Focus on interests, not positions
3. Keep comments focused on agenda items
4. Don't take cheap shots
5. Discuss disagreements openly and not act like one agrees if one does not
6. Ensure a balanced dialogue among all members
7. Use questions to solicit information, not to cross examine
8. Jointly design ways of testing solutions
9. Work toward consensus positions, after a careful joint problem-solving process, even when a vote must finally be taken
10. Conduct self-critiques and solicit and offer constructive feedback with one another on our skills of collaborative problem-solving
11. Treat other members and their positions with respect

## PUBLIC HEARING DISCUSSION GUIDELINES

1. Share all relevant information
2. Identify the issues that need to be resolved
3. Be concrete and factual, using examples and avoiding generalizing
4. Explain reasons behind statements and actions
5. Focus on interests – not positions, problems – not people
6. Don't take cheap shots
7. Discuss disagreements openly, but not disagreeably
8. Listen attentively and thoughtfully to the perceptions and feelings of others
9. Test assumptions and inferences publicly



## 5 TIPS FOR CIVIL DISCOURSE

1. Humility – reserve the right to change your mind.
2. Solidarity with our conversational partner through active listening, presuming that one has something to learn.
3. Avoiding binary thinking which define one against “the other side” – limiting open engagement.
4. Avoiding fence-building and dismissive words and phrases. Use language that engages and draws the other into discussion.
5. Leading with what you are for. You may find that you want the same things ultimately – just through different means.





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-67

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Appointments to the Bicycle Plan Steering Committee

**PURPOSE:** The purpose of this agenda item is to provide the Board of Aldermen an opportunity to modify the Bicycle Plan Steering Committee make-up to include additional stakeholders, adopt the charge of the committee, and make appointments to the committee.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Zach Hallock, 919-918-7329, [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org); Tina Moon, 919-918-7325, [cmoon@townofcarrboro.org](mailto:cmoon@townofcarrboro.org); Trish McGuire, 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org)

### **INFORMATION:**

The Board of Aldermen was provided with information on the status of the bicycle plan update on January 15<sup>th</sup>, 2019 (<https://carrboro.legistar.com/MeetingDetail.aspx?ID=669875&GUID=93EC45DB-EF8C-44FB-85AB-494229B2DD3D&Options=&Search=>) and provided staff direction on the makeup of the steering committee's stakeholder groups. The application window for the steering committee had been open from February 1<sup>st</sup> till February 15<sup>th</sup>, 2019. During this time, some additional stakeholder groups to include were identified. Staff conducted outreach to encourage applicants. A summary of the final list of stakeholder groups (including the new additions) along with the outreach and communication efforts performed by staff can be found in the Staff Memo (Attachment C).

Applications received during this window have been combined by the different stakeholder group applied for can be found as Attachment D; if a stakeholder group does not have any submitted applications, they are indicated below.

Applications received as of 9:00 AM, Friday, February 15:

Carrboro At-large  
Carrboro Bicycle Coalition  
Local Bicycle Shops  
Senior Residents of Carrboro  
Carrboro Business Community  
Chapel Hill-Carrboro NAACP

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**Agenda Date:** 2/19/2019

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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## Local Mountain Biking Teams (Middle and High School)

### Applications not yet received:

Differently-Abled Residents of Carrboro

Carrboro Burmese Community

El Centro Hispano

Community Environmental Advocate

Rogers Road Community

Carrboro High School Cross Country Team

Chapel Hill High School Cross Country Team

The Charge that will be issued to the steering committee members can be found as page 2 of attachment B.

To facilitate full participation, while the formal application window is closed, additional applications will be brought back to the Board at a later date for appointment and staff will coordinate with these applicants to bring them up to speed on the development of the Bicycle Plan and enable their effective participation in all future steering committee meetings.

**FISCAL & STAFF IMPACT:** There is no fiscal or staff impact for this item.

**RECOMMENDATION:** Staff recommends the Board consider the first resolution (Attachment A) making additions to the list of steering committee stakeholder groups, review the received applications, and consider a second resolution (Attachment B) making appointments to the steering committee and approving the charge of the committee members.

A RESOLUTION RECEIVING AN UPDATE ON THE BICYCLE PLAN AND  
DIRECTING STAFF TO IDENTIFY STAKEHOLDERS FOR THE BICYCLE  
PLAN STEERING COMMITTEE

WHEREAS, on January 15, 2019 the Town of Carrboro Board of Aldermen adopted a resolution directing staff to identify stakeholder groups for the Bicycle Plan Update Steering Committee;

WHEREAS, from that meeting, the following groups have been identified for their participation in the Bicycle Plan Update Steering Committee:

- At Large Carrboro Resident
- Rogers Road Community
- El Centro Hispano
- Carrboro Burmese Community
- Chapel Hill-Carrboro NAACP Representative
- Elderly/Senior Residents of Carrboro
- Differently-abled Residents of Carrboro
- Local Environmental Advocate
- Carrboro Bicycle Coalition
- Carrboro Business Community
- Local Bike Shops
- Chapel Hill-Carrboro City Schools
- Carrboro Planning Board
- Carrboro Rec and Parks Department
- Carrboro Police Department
- Carrboro Board of Aldermen Liaison
- Orange County
- Durham-Chapel Hill-Carrboro MPO
- NCDOT Division 7
- NCDOT Division of Bicycle and Pedestrian Transportation
- Town of Chapel Hill
- Carrboro Public Works Department
- Carrboro Transportation Advisory Board
- Carrboro Greenways Commission
- Carrboro Youth Advisory Board

WHEREAS, during the outreach period while the application was open, additional stakeholder groups were identified for inclusion in the Steering Committee and are listed as follows:

- Carrboro High School Cross Country Team

- Chapel Hill High School Cross Country Team
- Local Middle School Mountain Biking Teams
- Northern Transition Area Advisory Board
- Carrboro Fire Department

THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board appends the list of stakeholders for the Bicycle Plan Update Steering Committee to include those listed above.

This is the 19<sup>th</sup> day of February in the year 2019.

A RESOLUTION ADOPTING THE CHARGE OF AND MAKING  
APPOINTMENTS TO THE BICYCLE PLAN UPDATE STEERING  
COMMITTEE

WHEREAS, the Town of Carrboro is currently working to update its Comprehensive Bicycle Transportation Plan;

WHEREAS, the Board acknowledges that a steering committee can be a valuable tool for gaining unique community insights and providing specific feedback to the project team during the planning process,

WHEREAS, a charge has been developed to guide work of the steering committee members appointed by the Board.

NOW THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board has adopted the attached Charge of the Bicycle Plan Update Steering Committee.

BE IT FURTHER RESOLVED that the Carrboro Board of Aldermen makes the following appointments to the Bicycle Plan Update Steering Committee:

This is the 19<sup>th</sup> day of February in the year 2019.

### CHARGE OF THE BICYCLE PLAN STEERING COMMITTEE

As a Bicycle Plan Steering Committee member, I will:

- 1) Assist in the Town's effort to update the Town of Carrboro Comprehensive Bicycle Transportation Plan by advising, providing comments & perspective, and making recommendations to the consultant project team on matters relating to bicycle transportation including but not limited to the identification of bicycle routes or priority corridors, infrastructure design, signage, education and safety within the Town of Carrboro and the surrounding area.
- 2) Facilitate an inclusive process by assisting with public outreach, particularly as it relates to my stakeholder group, and keep members informed of opportunities to participate in the development and/or review of the plan including surveys, questionnaires, public meetings and other aspects of the development of the plan.
- 3) Strive to develop an updated plan that will represent the interests and needs of all Carrboro residents and visitors regardless of their current cycling knowledge or abilities.
- 4) Review and consider the goals of the WalkBikeNC, the North Carolina Statewide Bicycle and Pedestrian plan when providing input on elements of the Bicycle Plan. These goals are:
  - a) Mobility: Expand the walking and bicycling network
  - b) Safety: Improve public safety for people walking and bicycling in our community
  - c) Health: Embrace public health and wellness as a significant factor in transportation
  - d) Economy: Foster robust economic development by promoting walking & bicycling
  - e) Environment: Encourage stewardship of natural and cultural resources
- 5) Contribute to discussion within in the Steering Committee in a responsible, productive, and respectful manner.
- 6) Attend the four steering committee meetings which will occur throughout the project schedule. Steering committee meetings will not be rescheduled and failure to attend will result in missed opportunity for you provide input and represent your stakeholder group. Once the Carrboro Board of Aldermen adopts the updated Bicycle Plan, this steering committee will be dissolved.

Being aware of the duties of a member of the Carrboro Bicycle Plan Steering Committee, I agree to faithfully perform the aforementioned duties to the best of my skill and ability.

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Signee





TOWN OF CARRBORO  
NORTH CAROLINA

**TRANSMITTAL**

**PLANNING DEPARTMENT**

**DELIVERED VIA:** ☒ *HAND* ☐ *MAIL* ☐ *FAX* ☒ *EMAIL*

**To:** David Andrews, Town Manager  
Mayor and Board of Aldermen

**From:** Zachary Hallock, Transportation Planner

**Date:** February 19, 2019

**Subject:** Summary of Bicycle Plan Update Steering Committee Members & Staff  
Outreach and Communication Methods

**Summary**

The purpose of this memo is to provide complete list of the stakeholders identified to provide input to the Bicycle Plan Update Project team by representing their stakeholder group on the Steering Committee. In addition, the general communication strategy is defined for each of the board groups (Community Stakeholders, Advisory Boards, Local Agency Staff, Carrboro Staff, and New Stakeholder Groups), specific methods used by stakeholder groups are included in brackets.

A. Initial Community Stakeholder Groups were identified by staff and adjusted based on input from the Board during their January 15<sup>th</sup> meeting, these groups were directed to submit an online application through the Town's website. In some cases, additional direct outreach was utilized, physical copies of the application were distributed and groups were directed to submit these directly to the Planning Department. The newly identified stakeholder groups (see section F) were directed to submit their application for an at-large seat, and clearly specify which group they wanted to represent. The groups initially identified are:

- 1 At Large Carrboro Resident [Town Facebook/Twitter, Town Website, NextDoor]
- 2 Rogers Road Community [Email, phone call]
- 3 El Centro Hispano [Direct contact, printed application provided, Email]
- 4 Carrboro Burmese Community [Direct contact, printed application provided, Email]
- 5 Chapel Hill-Carrboro NAACP [Email]
- 6 Elderly/Senior Residents [Email coordination with OC Agency on Aging]
- 7 Differently-abled residents [Email]
- 8 Local Environmental Advocate
- 9 Carrboro Bicycle Coalition [Email]

- 10 Carrboro Business Community [Email info over business list serve]
- 11 Local Bike Shops [Email]

B. The Board of Aldermen will appoint their own representative during this February 19<sup>th</sup> meeting.

- 1 Carrboro Board of Aldermen Liaison

C. Advisory Board Representatives were identified by providing a brief presentation to the Joint Advisory Boards and directing them to appoint their own representative. For those advisory boards which do not attend the JAB presentation (YAB, NTA, Greenways), coordination with the staff liaison was utilized to direct those boards to select a representative. The boards participating are as follows:

- 1 Climate Change/Environmental Advisory Board
- 2 Planning Board
- 3 Youth Advisory Board
- 4 Northern Transition Area
- 5 Carrboro Greenways Commission
- 6 Carrboro Transportation Advisory Board

D. Local Agency staff representatives were identified based on communication with other agencies, generally requesting a department head to identify their staff member to best represent their organization. These organizations are:

- 1 Chapel Hill-Carrboro City Schools
- 2 Orange County
- 3 Durham-Chapel Hill-Carrboro MPO
- 4 NCDOT Division 7
- 5 NCDOT Division of Bicycle and Pedestrian Transportation
- 6 UNC Transportation and Parking
- 7 TJCOG
- 8 Town of Chapel Hill

E. Carrboro department representatives were identified based on coordination with their respective department heads. The departments invited to participate are:

- 1 Carrboro Rec and Parks Department
- 2 Carrboro Police Department
- 3 Carrboro Fire Department
- 4 Carrboro Public Works Department

F. Newly identified outside stakeholder groups have been included based on feedback from the Board received during the January 15<sup>th</sup> meeting and internal discussions between staff. A resolution has been attached (Attachment A)

- 1 CHS XC Team [email]
- 2 CHHS XC Team [email]
- 3 MS Mountain Biking Teams [email]

## Bicycle Plan Update Steering Committee Applicants Overview

<b>Stakeholder Group Applied For</b>	<b>Applicant Name</b>
Carrboro Residents At-Large	Alyson West
	Christopher Colvin
	Rachel Kelley
	Josh Warshofsky
	Jon Scott
	Becki Cleveland
	Charlie Hileman
Carrboro Bicycle Coalition	Colleen Barclay
Local Bicycle Shops	Tamara Sanders
Senior Residents of Carrboro	Leon Schimmelfing
Carrboro Business Community	Tyler Gilmore
Chapel Hill-Carrboro NAACP	Doreen Stein-Seroussi

Applications from:

**Carrboro  
Residents  
At-Large**

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Friday, February 01, 2019 3:33 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Alyson
Last Name	West
Date	2/1/2019
Address 1	500 Bolin Creek Dr
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	5037345299
Email	alyson.west@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	Am a frequent cyclist, both for recreational and commuter purposes. have a child at Carrboro elementary and bike with him to school when possible. have been involved with local advocacy and have observed/experienced many aspects of bicycling in Carrboro
Why are you interested in joining the Bicycle Plan Steering Committee?	would be very interested in helping to provide input. In addition to being a Carrboro resident, I am a recent graduate of the City and Regional Planning program at UNC, and currently employed at Highway Safety Research Center as a road safety researcher, so I do bring some degree of knowledge around planning for bicycling to the table.

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Monday, February 04, 2019 5:35 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Christopher
Last Name	Colvin
Date	2/4/2019
Address 1	201 E Poplar Ave
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	5102925530
Email	christopher.colvin@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I moved to Carrboro in August 2018 and have been riding bikes around town for transportation and errands.
Why are you interested in joining the Bicycle Plan Steering Committee?	I would like to get involved in my new community by helping find collaborative and cost-effective solutions to transportation issues. Professionally, I have worked for the National Park Service in Washington, DC in legislative and Congressional affairs, so I have a strong grasp of policy-making related to parks and recreation. Currently I work for the US Forest Service as a recreation planners.

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 06, 2019 10:43 AM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Rachel
Last Name	Kelley
Date	2/6/2019
Address 1	103 Hanford rd
Address 2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Phone	4438124446
Email	Rbellkelley4@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I am actively about town running,biking or walking a minimum of 25 hours per week. I bike to downtown as well as recreationally around orange, and other counties.
Why are you interested in joining the Bicycle Plan Steering Committee?	I would like to see bike paths created responsibly trying to keep trees and all people both cyclists and non cyclists in mind.

Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.



## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Sunday, February 10, 2019 2:04 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Josh
Last Name	Warshofsky
Date	2/10/2019
Address 1	105 Fidelity Street
Address 2	A24
City	Carrboro
State	North Carolina
Zip	27510
Phone	9172920774
Email	joshalope@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	As a resident who lives and works in Carrboro I find myself riding a bike through town nearly every day. I am an experienced cyclist, and have extensive firsthand knowledge of cycling through our town as well as how cyclists, both experienced and amateur, interact with cars and pedestrians on our roads, paths and sidewalks. I am constantly riding everywhere in Carrboro, whether to go shopping or just for exercise and recreation and feel I have excellent street level knowledge of our roads and paths.
Why are you interested in joining the Bicycle Plan Steering Committee?	The short version is that I simply love Carrboro and I love bicycles and think this would be a great opportunity to share

my passion for both. The longer version, is that as a citizen of Carrboro I relish the opportunity to be an active participant in my community to help strengthen it and continue making it a wonderful place to live, work and play. I feel I can offer a unique insight as a citizen who has spent decades riding bicycles for commuting, transportation, errands and pleasure. I have firsthand experience cycling in big and small cities around the US (New York, Portland, Boulder, etc.) and feel those experiences could help provide additional insight. I strongly feel the bicycle is a tool for good and would be honored to serve my community on the Committee.

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Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

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The first steering committee meeting will be held on February 28th from 6-8pm in the Board Room, it is anticipated that future steering committee meetings will be held at a similar time. Please direct any additional questions about the Bicycle Plan Steering Committee to the Town's Transportation Planner at: [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org)

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## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, February 12, 2019 10:39 AM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Jon
Last Name	Scott
Date	2/12/2019
Address 1	213 Robert Hunt Dr
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	6468661432
Email	scott.jss@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I live in Carrboro and work at UNC, commuting by bicycle nearly every day. This commute involves larger streets (Hillsborough Rd, N Greensboro, Main St, Franklin St), side streets, and the Libba Cotten trail. I also regularly bicycle into town for shopping, appointments, farmers market, and more. We were originally drawn to living in the area in part because of Carrboro's bike friendly nature, and the promise of a safe and easy commute by bike.
Why are you interested in joining the Bicycle Plan Steering Committee?	I enjoy Carrboro's bicycle friendly atmosphere, valuing a safe and enjoyable experience for residents choosing to get around town by bike. I look forward to improvements and

enhancements to Carrboro's commitment to cyclists in town. I hope to play a part in the town's planning for a safe and enjoyable bicycling future.

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Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

---

The first steering committee meeting will be held on February 28th from 6-8pm in the Board Room, it is anticipated that future steering committee meetings will be held at a similar time. Please direct any additional questions about the Bicycle Plan Steering Committee to the Town's Transportation Planner at: [zhallow@townofcarrboro.org](mailto:zhallow@townofcarrboro.org)

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## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Thursday, February 14, 2019 11:26 AM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Becki
Last Name	Cleveland
Date	2/14/2019
Address 1	1201-B Hillsborough Rd
Address 2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Phone	9192592218
Email	becki.cleveland@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I have been a bicycle commuter in Carrboro for over 20 years so I am very familiar with the challenges and opportunities for both bicyclists and motorists in our community. While Carrboro is generally a very safe place to ride, there are definitely areas that can be improved to make cycling more safe and accessible.
Why are you interested in joining the Bicycle Plan Steering Committee?	I would like to be a part of the Carrboro Bicycle Plan so that I can work with a group to help find solutions and help advise the Town of Carrboro to make bicycling safe, fun and a viable mode of transportation for everyone.

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Thursday, February 14, 2019 5:35 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Charlie
Last Name	Hileman
Date	2/14/2019
Address 1	507 Hillsborough Rd
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	9193571869
Email	carrbonate@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I have been working on issues related to biking and walking for a number of years in Carrboro. I was a member of the oversight committee for the first Carrboro bike plan, as well as the committee for Safe Routes to School.
Why are you interested in joining the Bicycle Plan Steering Committee?	Carrboro has many cyclists, but I'm especially interested in making biking safe and attractive for novices, children and elderly. I think the town needs a clear vision for how we want people to get around our town, while supporting local businesses and addressing our carbon impact.

Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the

Applications from:

# Carrboro Bicycle Coalition

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 06, 2019 12:50 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Colleen
Last Name	Barclay
Date	2/6/2019
Address 1	116 Pine St. Apt. B
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	707-953-1824
Email	colleen.j.barclay@gmail.com
Stakeholder Group	Carrboro Bicycle Coalition
Briefly explain your experience related to bicycling in and around Carrboro.	I'm a daily rider for transportation and recreation; current chair of the Carrboro Bicycle Coalition; and longtime member (outgoing this month); and former chair of the Transportation Advisory Board.
Why are you interested in joining the Bicycle Plan Steering Committee?	I want to see the Town keep moving forward in creating a place--in infrastructure, culture, and policy--that is truly friendly to anyone choosing to leave their car at home (or not have one at all).

Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the



Applications from:

# Local Bicycle Shops

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Friday, February 01, 2019 2:35 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Tamara
Last Name	Sanders
Date	2/1/2019
Address 1	708 Davie Rd
Address 2	<i>Field not completed.</i>
City	Carrboro
State	North Carolina
Zip	27510
Phone	919-619-3992
Email	tamarab.sanders@gmail.com
Stakeholder Group	Local Bike Shop
Briefly explain your experience related to bicycling in and around Carrboro.	For my daily in-town needs I have adapted to commute by bicycle. I also cycle for exercise and recreation. I find this area offers quite a bit of good opportunities, and I believe there is more we can do, both in infrastructure and creativity to encourage more people of all types to bring bicycles into their daily life. It is a lifestyle change/choice, but over the twenty years I've been cycling in our area, I've found that I have saved immense amounts of money and time by cycling for transportation in our local area.
Why are you interested in joining the Bicycle Plan Steering Committee?	I have fun working with our town government to help Carrboro be a more enjoyable and sustainable place to live and visit. I

am happier person when I can connect with my community and am able to share my personal experiences. I was on the steering committee for the latest plan in Chapel Hill and feel that I can bring much of that experience to help with this plan, as well. (To clarify, I manage the Clean Machine bike shop. I do not own any part of the business and other than a steady paycheck, I do not have a financial interest in this company.) Thanks for the opportunity!

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Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

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The first steering committee meeting will be held on February 28th from 6-8pm in the Board Room, it is anticipated that future steering committee meetings will be held at a similar time. Please direct any additional questions about the Bicycle Plan Steering Committee to the Town's Transportation Planner at: [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org)

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Applications from:

# Senior Residents of Carrboro

## Zachary Hallock

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, February 12, 2019 9:48 AM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Leon
Last Name	Schimmelfing
Date	2/12/2019
Address 1	104 Buckeye Lane
Address 2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Phone	919-606-2598
Email	leeschim@email.unc.edu
Stakeholder Group	Senior Resident
Briefly explain your experience related to bicycling in and around Carrboro.	I cycle on roads and on trails in and around Carrboro. Having recently retired, I am able to cycle more and have joined the Tarwheels Cycling Club. I appreciate the beauty of our community and surrounding areas (especially when cycling), and would like to have a higher margin of safety when cycling on the roads than currently exists.
Why are you interested in joining the Bicycle Plan Steering Committee?	I would like to see a comprehensive plan for cyclists in and around Carrboro that includes the safety of cyclists as a top priority. This will encourage more residents to cycle - improving their fitness as well as decreasing vehicle congestion and pollution.

Applications from:

# Carrboro Business Community

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, February 12, 2019 6:21 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Tyler
Last Name	Gilmore
Date	2/12/2019
Address 1	307 W. Weaver St.
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	919-914-6153
Email	tgilmore@orangeliteracy.org
Stakeholder Group	Carrboro Business Community
Briefly explain your experience related to bicycling in and around Carrboro.	I have lived in Carrboro and Chapel Hill since enrolling at UNC in 2007. Since that time my preferred method of travel has been by bicycle - to class and work, to bars and restaurants, to the grocery store, etc. I also ride recreationally, albeit primarily on gravel and singletrack. I frequently use paved greenways and public roads to access trails such as those in and around Wilson Park and Carolina North.
Why are you interested in joining the Bicycle Plan Steering Committee?	My motivation is twofold. Selfishly, I want there to be more safe and direct routes connecting my home to local singletrack, gravel roads, and greenways. More importantly, in my work as an adult literacy and ESL instructor at Orange Literacy, I work

directly with populations who often have limited access to personal cars due to literacy and/or language barriers to getting a license, high cost of owning a car, or both. Many of those same people struggle to access basic resources in the community because they also live too far from the nearest bus stop or need to connect multiple buses to reach their destination. I would like to help make their neighborhoods more bike friendly so that they can more easily and safely get around town. I would also like to help implement programming to educate community members on bike safety, bike maintenance, and the benefits of riding a bike.

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Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

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The first steering committee meeting will be held on February 28th from 6-8pm in the Board Room, it is anticipated that future steering committee meetings will be held at a similar time. Please direct any additional questions about the Bicycle Plan Steering Committee to the Town's Transportation Planner at: [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org)

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Applications from:

# Chapel Hill-Carrboro NAACP

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Thursday, February 14, 2019 12:45 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Doreeen
Last Name	Stein-Seroussi
Date	2/14/2019
Address 1	109 Creekview Cir
Address 2	<i>Field not completed.</i>
City	Carrboro
State	NC
Zip	27510
Phone	9192596974
Email	doreendianne42@gmail.com
Stakeholder Group	CH-Carrboro NAACP Representative
Briefly explain your experience related to bicycling in and around Carrboro.	I have lived in Carrboro for 21 years. In the beginning I cycled around town with my children. We loved it. About 9 years ago I began cycling for recreation. There's nothing I love more than being out on my bicycle!
Why are you interested in joining the Bicycle Plan Steering Committee?	I want to make sure the plan takes into account everyone's needs, from those who use a bike as their only means of transportation to those who do it for fun.

Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

Applications from:

# Local Mountain Biking Teams

## Zachary Hallock

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**From:** noreply@civicplus.com  
**Sent:** Thursday, February 14, 2019 2:13 PM  
**To:** Zachary Hallock; Catherine Dorando  
**Subject:** Online Form Submittal: Bicycle Plan Steering Committee Application

### Bicycle Plan Steering Committee Application

The first steering committee meeting will be held during the last week of February during a weeknight evening. Exact details will be provided at the time of appointment. By completing this application, you are agreeing to participate in this meeting and the three future steering committee meetings

First Name	Steve
Last Name	Rogers
Date	2/14/2019
Address 1	110 Woodshire Ln.
Address 2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27514
Phone	919-357-5369
Email	sfr1224@gmail.com
Stakeholder Group	At-Large Carrboro Resident
Briefly explain your experience related to bicycling in and around Carrboro.	<p>I started and have been coaching the Carrboro High School MTB team for the last three years. The Carrboro MTB Team is a part of the North Carolina Interscholastic Cycling League (NCICL). In addition to coaching, I have served on NCICLs Board for the past four years. NCICL has more than 30 teams across the state of North Carolina involving approximately 700 student-athletes. In addition to the Carrboro MTB Team, there are also NCICL teams at Chapel Hill High School and East Chapel Hill High School. There is also an NCICL team representing all of the Middle Schools in the area. There are roughly 120 student-athletes involved in NCICL via the local teams. Though I am a resident of Chapel Hill, as coach of the</p>

Carrboro MTB Team I spend substantial amounts of time riding a mountain bike around Carrboro. In addition to riding and racing, the team also engages in significant trail maintenance projects around the area. In the past, I served as the race director for TORC - Triangle Off Road Cyclists, the local IMBA affiliate and trail advocacy organization.

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**Why are you interested in joining the Bicycle Plan Steering Committee?**      Primarily, I'd like to represent the interests of my Carrboro High School riders plus those of all the local mountain bike teams.

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Steering committee members will be selected and appointed by the Board of Aldermen on their February 19th meeting. This meeting starts at 7:00p, in the Board Room. Applicants must attend this meeting in order to read and sign the charge of the Bicycle Plan Steering Committee.

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The first steering committee meeting will be held on February 28th from 6-8pm in the Board Room, it is anticipated that future steering committee meetings will be held at a similar time. Please direct any additional questions about the Bicycle Plan Steering Committee to the Town's Transportation Planner at: [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org)

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# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-74

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Request to Make an Appointment to the Human Services Advisory Commission

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Human Services Advisory Commission

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** The Human Services Advisory Commission currently has one vacant seat and one term expiring. Andrea Tanner is the chair of the Human Services Advisory Commission and provided the chair forms for the Board's review.

Andrea Tanner's term is expiring and she did not submit an application for reappointment. Applications were received from: Lisa Hazirjian, Julie Samra, and Vijay Sivaraman. Vijay Sivaraman also applied to the Transportation Advisory Board but prefers the Human Services Advisory Commission.

Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.

The chair of each board shall submit a Recommendation Form/Application Review Form to the Town Clerk within one week of the applicant's attendance at a meeting. If a meeting is not planned, the chair shall provide a Recommendation Form/Application Review to the Town Clerk within one week of a conversation with the applicant.

Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Board of Aldermen.

Andrea Tanner provided the attached chair forms.

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**Agenda Date:** 2/19/2019

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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A ballot will be provided for the Board of Aldermen at the meeting.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** It is recommended that the Mayor and Board make appointments to the Human Services Advisory Commission.



A RESOLUTION MAKING APPOINTMENT(S) TO THE HUMAN SERVICES  
ADVISORY COMMISSION

Section 1: THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING  
APPLICANT(S) TO THE HUMAN SERVICES ADVISORY COMMISSION:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
Member		2/2021
Member		2/2022

Section 2: This resolution shall become effective upon adoption.

The current makeup of the Human Services Advisory Commission is:

NAME	ADDRESS	APPOINTED	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Quinton Harper	501 Jones Ferry Road, Carrboro	3/7/2017	2/1/2020	7/8/1985	Black	Male	Community Organizer/Field Director
Karen Porter	222 Old Fayetteville Road B104 Carrboro	3/21/2017	2/1/2021	5/29/1947	White	Female	Lawyer (retired), Visiting & Adjunct Professor (in retirement)
VACANT			2/1/2021				
Tracy Gosselin	103 Bel Arbor Lane Carrboro	2/16/2016 2/28/18	2/1/2021	12/21/1970	Caucasian	Female	Nursing Administration
Andrea Tanner, Chair Will not reapply	2003 S Hawick Ct. Chapel Hill 27516	2/19/2013 2/16/2016	2/1/2019	5/22/1973	white	female	homemaker
Janet Archer	1905 North Hawick Court Chapel Hill NC 27516	2/28/2018	2/1/2021	11/2/1959	White	Female	Project Manager
Wesley Knepper	1104 N. Greensboro Street, Apt 15	9/27/2016	2/1/2020	10/3/1983	White	Male	Project Manager

Applicant summary (full detail available in application):

First	Last	Address	DOB	Race	Sex	Occupation
Lisa	Hazirjian	210 Purple Leaf Place	1/10/1968	Caucasian	Female	Consultant
Julie	Samra	121 Ruskin Drive	12/5/2018	white	female	health coach
Vijay	Sivaraman	200 High St	9/18/1979	Indian	Male	Professor

## Catherine Dorando

---

**From:** noreply@civicplus.com  
**Sent:** Wednesday, January 30, 2019 4:33 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name	Human Services
Your Name	Andrea Tanner
Applicant Name	Lisa Hazirjian
Outstanding Qualifications	Attention to detail; careful analysis of tasks before accepting a commitment; strong connection to the community; interest in developing a better understanding of the municipal system and funding process.
How applicant compliments current board composition:	Lisa is already acquainted with several board members through her community involvement. She bring a background in the healthcare advocacy field, which is unique to the current board membership.
Other comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>

Applicant Name *Field not completed.*

Outstanding  
Qualifications: *Field not completed.*

Other Comments: *Field not completed.*

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## Catherine Dorando

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, January 15, 2019 2:08 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name	Human Services
Your Name	Andrea Tanner
Applicant Name	Julie Samra
Outstanding Qualifications	Julie has lived around the world, but also feels strongly about connecting in her local community. She is a dedicated volunteer in other areas such as her children's schools.
How applicant compliments current board composition:	Julie's professional background is in clinical mental health work, and I think this perspective will be an advantageous addition to the board.
Other comments:	I am acquainted with Julie personally already and encouraged her to apply for this role. I am happy to recommend her.
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>

Outstanding  
Qualifications:

*Field not completed.*

Other Comments:

*Field not completed.*

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## Catherine Dorando

---

**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 13, 2019 11:30 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name	Human Services
Your Name	Andrea Tanner
Applicant Name	Vijay Sivaraman
Outstanding Qualifications	Demonstrated commitment to serving Carrboro; interest in learning more about nonprofits in this community; understanding of township governance
How applicant compliments current board composition:	Vijay has experience serving on an advisory board already, and his professional work in science is a unique addition to the current make-up of the board.
Other comments:	I am happy to recommend Vijay for a position on Human Services.
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>

Outstanding  
Qualifications:

*Field not completed.*

Other Comments:

*Field not completed.*

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## Catherine Dorando

**From:** noreply@civicplus.com  
**Sent:** Wednesday, January 30, 2019 4:07 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name:	Human Services
Your Name	Andrea Tanner
Your Seat Title	Chair
Applicant Name:	Lisa Hazirjian
Date of last contact with applicant	1/24/2019
Summary of Qualifications:	I was impressed with Lisa's thoughtful approach to her application for the Human Services Advisory Board. She sought me out for a detailed conversation to ascertain the full scope of the work done by the board and to ensure it was a good fit for her interests and skills. She asked specific questions, and I am happy to recommend her.
Advisory Board Chair reconfirmed applicant's interest in serving by phone or email:	Yes
If no, briefly explain	Field not completed.
Applicant attended advisory board meeting prior to BOA review:	No
If yes, date of advisory board meeting:	Field not completed.
Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes

If no, briefly explain:

*Field not completed.*

In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

Neighborhood/geographic diversity, Occupation, experience or special skills

If other, please explain:

*Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, January 15, 2019 2:12 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name:	Human Services
Your Name	Andrea Tanner
Your Seat Title	Chair
Applicant Name:	Julie Samra
Date of last contact with applicant	1/15/2019
Summary of Qualifications:	Julie's professional experience is in the field of mental health. She has served the community as a volunteer in a number of ways since moving to Carrboro in 2016.
Advisory Board Chair reconfirmed applicant's interest in serving by phone or email:	Yes
If no, briefly explain	Field not completed.
Applicant attended advisory board meeting prior to BOA review:	No
If yes, date of advisory board meeting:	Field not completed.
Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
If no, briefly explain:	Field not completed.
In addition to your	Occupation, experience or special skills, Previous public

comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

service or community involvement

If other, please explain:

*Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 13, 2019 11:27 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name:	Human Services
Your Name	Andrea
Your Seat Title	Chair
Applicant Name:	Vijay Sivaraman
Date of last contact with applicant	2/13/2019
Summary of Qualifications:	Vijay is already engaged in a civic role in Carrboro and is eager to continue that. His professional background would bring a different perspective to the board.
Advisory Board Chair reconfirmed applicant's interest in serving by phone or email:	Yes
If no, briefly explain	Field not completed.
Applicant attended advisory board meeting prior to BOA review:	No
If yes, date of advisory board meeting:	Field not completed.
Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
If no, briefly explain:	Field not completed.
In addition to your	Racial or ethnic diversity, Previous public service or community

comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

involvement

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If other, please explain: *Field not completed.*

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**Catherine Dorando**

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**From:** noreply@civicplus.com  
**Sent:** Sunday, January 27, 2019 10:58 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

**Advisory Board Application**

First Name	Lisa
Last Name	Hazirjian
Date	1/27/2019
Address1	210 Purple Leaf Place
Address2	Field not completed.
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone	2166218732
Email Address	<a href="mailto:lisa.hazirjian@gmail.com">lisa.hazirjian@gmail.com</a>
Date of Birth	1/10/1968
Race	Caucasian
Sex	Female
Occupation	Consultant
Are you a registered	Yes



Orange County Voter?

Length of Residence in Orange County	8 years in March
Length of Residence in the Town of Carrboro	8 years in March
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Human Services Commission
Other (advisory board not listed):	<i>Field not completed.</i>
Advisory Board Preference	Human Services Commission
*Employer/Self Employed	Self Employed: Win Together Consulting
Number of Years Employed	4+
* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	Northside Elementary School Kindergarten Reader Member: Chapel Hill-Carrboro NAACP; Northside PTA
Experience to Aid You in Working on Advisory Boards	As a former non-profit Executive Director (NC AIDS Action Network) and Board Member (Equality Ohio), I bring experience with nonprofit budgeting, fundraising, and finance, which I believe will be an asset for the work of the Human Services Advisory Commission.
Reasons You Wish to be Appointed	I've been looking for an opportunity to contribute my skills to the community while gaining a better sense of the needs that exist in our town & county as well as the organizations working to address those needs. The Human Services Advisory Commission feels like a good fit & fits my schedule, too.
Have you ever served on	No



any Town of Carrboro  
Committee or Board?

If yes, which one(s)? *Field not completed.*

Are you currently serving  
on a Town Board or  
Committee? No

If yes, are you applying  
for a third consecutive  
term? No

If yes, please describe  
how you meet one, or  
more, of the following  
exceptions noted below. n/a

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## Catherine Dorando

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, November 06, 2018 1:54 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

### Advisory Board Application

First Name	Julie
Last Name	Samra
Date	11/6/2018
Address1	121 Ruskin Drive
Address2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	No
Telephone	3392262389
Email Address	<a href="mailto:juliesamra@gmail.com">juliesamra@gmail.com</a>
Date of Birth	12/5/2018
Race	white
Sex	female
Occupation	health coach
Are you a registered	Yes

Orange County Voter?

Length of Residence in  
Orange County

2 years

Length of Residence in  
the Town of Carrboro

2 years

I wish to be considered  
for appointment to the  
following  
committee/board(s) (Do  
Not Select More Than  
Two):

Human Services Commission

Other (advisory board not  
listed):

*Field not completed.*

Advisory Board  
Preference

Human Services Commission

\*Employer/Self  
Employed

Self Employed

Number of Years  
Employed

2

\* Provide examples of  
how you are involved in  
the promotion of travel  
and tourism in the Town  
of Carrboro.

I am not involved.

Community  
Activities/Organizational  
Memberships

I volunteer at my daughter's school, I was involved with canvassing for the recent election, I volunteer with Operation Airdrop, donate and collect food for Porch, and I am a member of International Association of Health Coaches.

Experience to Aid You in  
Working on Advisory  
Boards

When I worked as a Licensed Mental Health Counselor for several years, I was in close contact with community non-profits to help get my clients services. I served on the board of a mental health organization while living overseas.

Reasons You Wish to be  
Appointed

I would like to be of service to our community. I have volunteered with numerous arts organizations over the years and know the value and importance that non-profit community organizations have within a community.

Have you ever served on  
any Town of Carrboro

No

Committee or Board?

If yes, which one(s)? *Field not completed.*

Are you currently serving  
on a Town Board or  
Committee? No

If yes, are you applying  
for a third consecutive  
term? No

If yes, please describe  
how you meet one, or  
more, of the following  
exceptions noted below.  
\*Members of the Board  
of Adjustment,  
Environmental Advisory  
Board, Human Services  
Advisory Commission,  
and Transportation  
Advisory Board may be  
reappointed to successive  
terms without limitation  
(Sections 15-29(c), 15-  
45(c) 3-7(d), 3-24(c))

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**Catherine Dorando**

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 06, 2019 11:33 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

**Advisory Board Application**

First Name	Vijay
Last Name	Sivaraman
Date	2/6/2019
Address1	200 High St
Address2	Field not completed.
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	ETJ
Telephone	9193608825
Email Address	<a href="mailto:vijayridesabike@yahoo.com">vijayridesabike@yahoo.com</a>
Date of Birth	9/18/1979
Race	Indian
Sex	Male
Occupation	Professor
Are you a registered	Yes

Orange County Voter?	
Length of Residence in Orange County	16 years
Length of Residence in the Town of Carrboro	16 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Human Services Commission, Transportation Advisory Board
Other (advisory board not listed):	<i>Field not completed.</i>
Advisory Board Preference	Human Services Commission
*Employer/Self Employed	North Carolina Central University
Number of Years Employed	5
* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	I have served on the Affordable Housing Advisory Commission this past year. I have served on the Board of Directors for the ReCYCLery for the past 9 years.
Experience to Aid You in Working on Advisory Boards	Management skills, Involvement in financial organization of the ReCYCLery.org.
Reasons You Wish to be Appointed	I have a passion for civic engagement. As a citizen of Carrboro, I want to be able to play a role in its improvement! Though I enjoyed the Affordable Housing Board, my time/family commitments impede attendance to Wednesday meetings. Mondays and Tuesdays work better, such that I have been advised to serve of the Human Services Commision.
Have you ever served on any Town of Carrboro	Yes

Committee or Board?

If yes, which one(s)? Affordable Housing

Are you currently serving on a Town Board or Committee? Yes

If yes, are you applying for a third consecutive term? No

If yes, please describe how you meet one, or more, of the following exceptions noted below. no

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# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-77

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Request to Make Appointments to the Transportation Advisory Board

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Transportation Advisory Board

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** The Carrboro Transportation Advisory Board has two expiring term seats available for appointment. Colleen Barclay and John Nicopoulos have expiring terms and have not submitted applications for reappointment.

Applications were received from Mark Alexander, David Pcolar, and Vijay Sivarman. Vijay Sivarman prefers the Human Services Advisory Commission.

Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.

The chair of each board shall submit a Recommendation Form/Application Review Form to the Town Clerk within one week of the applicant's attendance at a meeting. If a meeting is not planned, the chair shall provide a Recommendation Form/Application Review to the Town Clerk within one week of a conversation with the applicant.

Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Board of Aldermen.

Rob Dow is the current chair of the Transportation Advisory Board and provided the attached chair forms.

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**Agenda Date:** 2/19/2019

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Ballots will be provided for the Board of Aldermen during the meeting.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** It is recommended that the Board adopt the resolution.

A RESOLUTION MAKING APPOINTMENTS TO THE TRANSPORTATION ADVISORY  
BOARD

Section 1: The Board of Aldermen hereby makes the following appointments:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
Member		2/2022
Member		2/2022

The current makeup of the Transportation Advisory Board is:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Kurt Stolka	102 Todd Street Unit B, Carrboro NC 27510	2/1/2020	3/1/1981	Caucasian	Male	Transportation Planner
Diana McDuffee	2226 Pathway Drive, Chapel Hill NC 27516	2/1/2020	1/5/1948	white	F	Librarian
Linda Haac	102 Mill Rock Ct	2/1/2021	2/19/1949	Native American/white	Female	Writer
Colleen Barclay will resign	116 Pine St Apt B Carrboro	2/1/2019	7/2/1957	White	Female	Research Associate
John Nicopoulos	245 Sweet Bay Place, Carrboro NC 27510	2/1/2019	12/10/1951	White	Male	Retired
Robert E. Dow, Chair	105 Pine St., Carrboro, NC 27510	2/1/2020	8/3/1978	Caucasian	Male	IT Systems Administrator
David Swan	506 Bolin Creek Drive	2/1/2021	8/14/1977	White	Male	Marketer

Applicant summary information (full detail in application):

FIRST	LAST	ADDRESS	DOB	RACE	SEX	OCCUPATION
Mark	Alexander	306 Wyndham Dr.	10/18/1967	Caucasian	Male	Software Development Manager
Audra	Jenson	410 W Main St	1/31/1994	Caucasian	Woman	PhD Student
David	Pcolar	1215 Hillsborough Road	2/18/1959	Caucasian	Male	IT Consultant
Vijay	Sivaraman	200 High St	9/18/1979	Indian	Male	Professor

## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Thursday, February 14, 2019 12:05 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Recommendation Form

### Advisory Board Chair Recommendation Form

Advisory Board Name	Transportation Advisory Board
Your Name	Robert Dow
Applicant Name	David Pcolar
Outstanding Qualifications	Multi-modal user, previous community & advisory involvement, long-time resident.
How applicant compliments current board composition:	True multi-modal user (cycle, ped, transit). We're losing two of those.
Other comments:	<i>Field not completed.</i>
Applicant Name	Mark Alexander
Outstanding Qualifications	Interested and has plenty of questions.
Other Comments:	From Wexford (Homestead) neighborhood, not well-represented on the board currently. New to the area.
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding Qualifications:	<i>Field not completed.</i>
Other Comments:	<i>Field not completed.</i>
Applicant Name	<i>Field not completed.</i>
Outstanding	<i>Field not completed.</i>

Qualifications:

Other Comments: *Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 13, 2019 9:28 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name: Transportation Advisory Board

Your Name Robert Dow

Your Seat Title Chair

Applicant Name: Mark Alexander

Date of last contact with applicant 2/7/2019

Summary of Qualifications: Interested citizen; nothing specific.

Advisory Board Chair reconfirmed applicant's interest in serving by phone or email: Yes

If no, briefly explain *Field not completed.*

Applicant attended advisory board meeting prior to BOA review: Yes

If yes, date of advisory board meeting: 2/7/2019

Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board: Yes

If no, briefly explain: *Field not completed.*

In addition to your comments above, please Neighborhood/geographic diversity



check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

If other, please explain: *Field not completed.*

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 13, 2019 9:32 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name:	Transportation Advisory Board
Your Name	Robert Dow
Your Seat Title	<a href="mailto:robdow@gmail.com">robdow@gmail.com</a>
Applicant Name:	David Pcolar
Date of last contact with applicant	2/7/2019
Summary of Qualifications:	Interested in cyclist and pedestrian infrastructure. Previous involvement with advisory boards and community boards. Sound interest in multi-modal transportation issues.
Advisory Board Chair reconfirmed applicant's interest in serving by phone or email:	Yes
If no, briefly explain	<i>Field not completed.</i>
Applicant attended advisory board meeting prior to BOA review:	Yes
If yes, date of advisory board meeting:	2/7/2019
Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	Yes
If no, briefly explain:	<i>Field not completed.</i>
In addition to your	Occupation, experience or special skills, Previous public

comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

service or community involvement, Other

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If other, please explain:

Multi-modal user par excellence

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## Catherine Dorando

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 13, 2019 9:34 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Chair Applicant Summary and Contact Form

### Advisory Board Chair Applicant Summary and Contact Form

Advisory Board Name:	Transportation Advisory Board
Your Name	Robert Dow
Your Seat Title	Chair
Applicant Name:	Vijay Sivaraman
Date of last contact with applicant	2/7/2019
Summary of Qualifications:	Previous commission involvement, non-profit cycling advocacy group involvement, extensive multi-modal user & advocate.
Advisory Board Chair reconfirmed applicant's interest in serving by phone or email:	Yes
If no, briefly explain	<i>Field not completed.</i>
Applicant attended advisory board meeting prior to BOA review:	No
If yes, date of advisory board meeting:	<i>Field not completed.</i>
Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:	No
If no, briefly explain:	Applicant cannot attend Thursday evening meetings.
In addition to your comments above, please	Racial or ethnic diversity, Occupation, experience or special skills, Previous public service or community involvement



check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

If other, please explain: *Field not completed.*

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## Catherine Dorando

---

**From:** noreply@civicplus.com  
**Sent:** Wednesday, June 20, 2018 1:53 PM  
**To:** Catherine Dorando; Rebecca Buzzard; Julie Eckenrode  
**Subject:** Online Form Submittal: Advisory Board Application

### Advisory Board Application

First Name	Mark
Last Name	Alexander
Date	6/20/2018
Address1	306 Wyndham Dr.
Address2	<i>Field not completed.</i>
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	Planning Jurisdiction
Telephone	9258955495
Email Address	<a href="mailto:markkalexander@hotmail.com">markkalexander@hotmail.com</a>
Date of Birth	10/18/1967
Race	Caucasian
Sex	Male
Occupation	Software Development Manager
Are you a registered	Yes

Orange County Voter?

Length of Residence in  
Orange County

1 year

Length of Residence in  
the Town of Carrboro

1 year

I wish to be considered  
for appointment to the  
following  
committee/board(s) (Do  
Not Select More Than  
Two):

Transportation Advisory Board

Other (advisory board not  
listed):

Transportation Advisory Board

Advisory Board  
Preference

Transportation Advisory Board

\*Employer/Self  
Employed

Oracle Corp.

Number of Years  
Employed

20

\* Provide examples of  
how you are involved in  
the promotion of travel  
and tourism in the Town  
of Carrboro.

*Field not completed.*

Community  
Activities/Organizational  
Memberships

Wexford HOA Board Member, Actively supporting McDougle  
PTA as a concerned parent

Experience to Aid You in  
Working on Advisory  
Boards

As a manager of teams through the better part of the past 15  
years I have found reaching out and talking to people about  
issues and doing my best to bring a balanced approach has  
helped me to reach solutions acceptable by the concerned  
participants. I also take a very hands on approach by getting  
into the detail of how designs will affect the users of the  
system. I would apply this same approach to the transportation  
board by visiting the roads and locations that would be  
affected.

Reasons You Wish to be  
Appointed

I have been affected by in-fill development near my residence  
and I would like to bring my experiences to the TAB. I think it is  
important to thoroughly vet proposals and communicate sound



reasoning behind positions that the TAB wish to instate.

Have you ever served on  
any Town of Carrboro  
Committee or Board?

No

If yes, which one(s)?

*Field not completed.*

Are you currently serving  
on a Town Board or  
Committee?

No

If yes, are you applying  
for a third consecutive  
term?

No

If yes, please describe  
how you meet one, or  
more, of the following  
exceptions noted below.  
\*Members of the Board  
of Adjustment,  
Environmental Advisory  
Board, Human Services  
Advisory Commission,  
and Transportation  
Advisory Board may be  
reappointed to successive  
terms without limitation  
(Sections 15-29(c), 15-  
45(c) 3-7(d), 3-24(c))

NA

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**Catherine Dorando**

---

**From:** noreply@civicplus.com  
**Sent:** Sunday, January 13, 2019 3:09 PM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

---

**Advisory Board Application**

---

First Name	David
Last Name	Pcolar
Date	1/13/2019
Address1	1215 Hillsborough Road
Address2	Field not completed.
City	Chapel Hill
State	NC
Zip	27516
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	Planning Jurisdiction
Telephone	9199494677
Email Address	<a href="mailto:dave@pcolar.com">dave@pcolar.com</a>
Date of Birth	2/18/1959
Race	Caucasian
Sex	Male
Occupation	IT Consultant
Are you a registered	Yes



Orange County Voter?

Length of Residence in Orange County	30 years
Length of Residence in the Town of Carrboro	28 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Transportation Advisory Board
Other (advisory board not listed):	<i>Field not completed.</i>
Advisory Board Preference	Transportation Advisory Board
*Employer/Self Employed	Indiana Univeristy
Number of Years Employed	2
* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	Current: BACH - Bicycle Alliance of Chapel Hill Previous: Pastor-Parish relations committee(Chair), Carrboro UMC Trustees, Carrboro UMC Society of American Archivists National Digital Stewardship Alliance (NDSA) DataRescue - Chapel Hill & RTP
Experience to Aid You in Working on Advisory Boards	Committee/Task Force experience: Technical Advisor, Beyond the Repository ( <a href="https://www.ims.gov/grants/awarded/lg-70-18-0168-18">https://www.ims.gov/grants/awarded/lg-70-18-0168-18</a> ) Task Force on Genomic Data - UNC Chapel Hill Digital Curation and Institutional Repository Committee - UNC Chapel Hill Significant management experience: Technical Officer, Digital Preservation Network Technical Manager, Corporation for Advanced Internet Development
Reasons You Wish to be Appointed	I am interested in being an advocate for pedestrian and bicycle use as common methods of transportation within the region. That encompasses shared spaces with motor vehicles,

promoting effective mass transit, and bicycle and pedestrian oriented infrastructure. My goal is to work with the board to constructively plan for integration with light rail & BRT, work to incorporate greenways and non-automotive infrastructure into common use, and work with DOT/TIP processes to improve safety and accessibility.

Have you ever served on  
any Town of Carrboro  
Committee or Board?

No

If yes, which one(s)? *Field not completed.*

Are you currently serving  
on a Town Board or  
Committee?

No

If yes, are you applying  
for a third consecutive  
term?

No

If yes, please describe  
how you meet one, or  
more, of the following  
exceptions noted below.

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**Catherine Dorando**

**From:** noreply@civicplus.com  
**Sent:** Wednesday, February 06, 2019 11:33 AM  
**To:** Catherine Dorando  
**Subject:** Online Form Submittal: Advisory Board Application

**Advisory Board Application**

First Name	Vijay
Last Name	Sivaraman
Date	2/6/2019
Address1	200 High St
Address2	Field not completed.
City	Carrboro
State	NC
Zip	27510
Is this address located within the corporate limits of the Town of Carrboro?	Yes
Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?	ETJ
Telephone	9193608825
Email Address	<a href="mailto:vijayridesabike@yahoo.com">vijayridesabike@yahoo.com</a>
Date of Birth	9/18/1979
Race	Indian
Sex	Male
Occupation	Professor
Are you a registered	Yes



Orange County Voter?	
Length of Residence in Orange County	16 years
Length of Residence in the Town of Carrboro	16 years
I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):	Human Services Commission, Transportation Advisory Board
Other (advisory board not listed):	<i>Field not completed.</i>
Advisory Board Preference	Human Services Commission
*Employer/Self Employed	North Carolina Central University
Number of Years Employed	5
* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.	<i>Field not completed.</i>
Community Activities/Organizational Memberships	I have served on the Affordable Housing Advisory Commission this past year. I have served on the Board of Directors for the ReCYCLery for the past 9 years.
Experience to Aid You in Working on Advisory Boards	Management skills, Involvement in financial organization of the ReCYCLery.org.
Reasons You Wish to be Appointed	I have a passion for civic engagement. As a citizen of Carrboro, I want to be able to play a role in its improvement! Though I enjoyed the Affordable Housing Board, my time/family commitments impede attendance to Wednesday meetings. Mondays and Tuesdays work better, such that I have been advised to serve of the Human Services Commision.
Have you ever served on any Town of Carrboro	Yes

Committee or Board?

If yes, which one(s)? Affordable Housing

Are you currently serving  
on a Town Board or  
Committee? Yes

If yes, are you applying  
for a third consecutive  
term? No

If yes, please describe  
how you meet one, or  
more, of the following  
exceptions noted below. no

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# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-70

**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

---

### TITLE:

Update on the Draft 2020-2029 STIP and Consideration of Transportation Projects for Prioritization 6.0

**PURPOSE:** The purpose of this agenda item is to provide the Board with an update on the draft 2020-2029 State Transportation Improvement Program (STIP), and to receive input on potential projects to submit for the 2022-2031 STIP through the Strategic Prioritization process 6.0.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325; Zachary Hallock - 919-918-7329

**INFORMATION:** About every two years, the North Carolina Department of Transportation (NCDOT) develops a state transportation improvement plan (STIP) to identify funding and schedule transportation projects for a period of ten years. NCDOT selects these projects using a data-driven prioritization process established by the Strategic Transportation Investments (STI) law, adopted in 2013. (Information about STI may be found at the following link:

<https://www.ncdot.gov/initiatives-policies/Transportation/stip/Pages/strategic-transportation-investments.aspx> ).

### Prioritization Process 5.0 and Development of the 2020-2029 STIP

The Board of Aldermen considered possible projects for submittal in Prioritization 5.0 as part of the development of the 2020-2029 STIP at two meetings in 2017: April 7<sup>th</sup> and September 5<sup>th</sup>. (Agenda materials may be found here:

<https://carrboro.legistar.com/MeetingDetail.aspx?ID=532831&GUID=D297768D-C3AE-4BE6-B6AB-58846363C5FC&Options=&Search=>> and

<https://carrboro.legistar.com/MeetingDetail.aspx?ID=532844&GUID=36690B3B-4D72-4FE1-B507-C89F5A5F4BD5&Options=&Search=>> )

Per the Board's direction from these meetings, Town staff worked with the MPO and NCDOT to submit eight projects for scoring. Some projects were submitted both as bike-pedestrian and highway projects to improve the likelihood of being programmed for funding as noted below.

- Bike-Pedestrian Projects (Standalone)
  - NC 54 - Sidepath from James Street to Anderson Park
  - NC Old 86 - Bike lanes from Farm House Rd to Homestead Rd
  - Seawell School Rd - Sidepath or bike lanes and sidewalk (2 projects submitted) from Estes Dr to Homestead Rd

- Highway Projects (Combined)
  - NC Old 86 - Corridor improvements for all modes from Old Fayetteville Road to Calvander proposed as modernization
- Highway Projects (Combined)
  - NC 54 & Old Fayetteville - Intersection Improvements
  - West Main & James Street - Intersection Improvements to improve all modes
  - NC 54 from Old Fayetteville to West Main Street - Corridor improvement to Superstreet/synchronized street cross section

In January 2019, NCDOT released the results of the P5.0 scoring process in the draft 2020-2029 STIP. The STIP includes the highest scoring projects for all three categories of funding (Statewide, Regional and Division) for all modes (Highway, Aviation, Bicycle-Pedestrian, Ferry, Public Transit, and Rail). The draft 2020-2019 STIP may be found at this link:

<https://www.ncdot.gov/initiatives-policies/Transportation/stip/development/Documents/2020-2029-draft-stip.pdf> . The STIP is divided into chapters by division. The Town of Carrboro is in Division 7 (Alamance, Caswell, Guilford, Orange, Rockingham counties). Projects in Division 7 can be found on pages 339-412 of the 820-page STIP document. Only one of the projects that Carrboro submitted for P5.0 scored high enough to be included in the draft STIP, the NC 54 sidepath from James Street to Anderson Park. This project can be found on page 62 of 73 of the chapter on Division 7.

A period for commenting on projects that have been identified for funding in the draft 2020-2029 STIP remains open until April 15<sup>th</sup>. The North Carolina Board of Transportation is expected to adopt the final STIP in June 2019. Instructions for commenting and information relating to drop-in sessions for Orange County projects may be found at NCDOT's website at the following link:

<https://www.ncdot.gov/initiatives-policies/Transportation/stip/development/Pages/public-involvement.aspx>. Drop-in sessions for Division 7 will be held on March 4-8, at the NCDOT division office on Yanceyville Street in Greensboro.

#### Prioritization Process 6.0 and Development of the 2022-2031 STIP

In late February, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization staff technical committee (DCHC MPO TC) will begin the process of identifying possible projects to submit for scoring in P6.0 as part of the development of the next STIP. Since relatively few DCHC MPO projects were selected for funding in the 2020-2029 STIP it is anticipated that many of the same projects would be resubmitted either "as is" or with minor modifications to try to improve scoring.

With that in mind, possible projects for resubmittal for P6.0 include:

- Bike-Pedestrian Projects
  - Seawell School Rd - Sidepath or bike lanes and sidewalk
  - NC Old 86 - Bike lanes



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**Agenda Date:** 2/19/2019

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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- Highway Projects (Modernization)
  - Calvander - Intersection Improvements
  - NC Old 86 Old Fayetteville to Calvander - Modernization
- Highway Project
  - NC 54 & Old Fayetteville - Intersection Improvements
  - James Street & West Main Street - Intersection Improvements

Staff has not yet received the formal schedule for the P6.0 process but anticipates that a subcommittee of the TC will meet during the spring and summer to identify a list of projects for consideration by the MPO Transportation Board by late summer. Staff has begun conversations with Orange County and Chapel Hill to identify projects of shared interest for collaboration. The upcoming work on the comprehensive bicycle transportation plan update may also inform the prioritization of local projects.

Staff would anticipate bringing a future item back to the Board as the TC subcommittee begins its deliberations and internal prioritization as a check-in to the status of Town projects. The Board may wish to refer the matter to the Transportation Advisory Board for recommendation at one or more intervals during the process.

**FISCAL & STAFF IMPACT:** Future fiscal impacts are dependent on the selection of projects during the P6.0 process. Based on the most recent cost estimates, if the two bike-ped projects (i.e. bike lanes from Farmhouse Road to Calvander and one of the Seawell School Road options) were to be funded and constructed as standalone projects, the total cost would be approximately \$5,414,690 and the local match would be \$1,082,938. Some of the local match could be subject to cost sharing with our neighboring jurisdictions, the Town of Chapel Hill and Orange County. Staff time would also be needed for project management. All projects selected for funding would come before the Board for final approval and appropriation of required matching funds prior to contract execution and design.

**RECOMMENDATION:** Staff recommends that the Board review the transportation projects described and identify projects for consideration for the upcoming prioritization process, P 6.0 (Attachment A).

A RESOLUTION FOR THE CONSIDERATION OF TRANSPORTATION  
PROJECTS FOR THE P6.0 PRIORITIZATION PROCESS

WHEREAS, the 2022-2031 Statewide Transportation Improvement Program (STIP) process, which provides an opportunity for local governments to submit transportation project priorities to the North Carolina Department of Transportation (NCDOT) has begun; and

WHEREAS, the DCHC-MPO has requested that local governments begin to identify new and unfunded transportation projects for consideration in Strategic Prioritization 6.0 process; and

WHEREAS, the Town submitted a number of bike-ped and highway projects for consideration for Prioritization 5.0; and

WHEREAS, only one bike-ped project, the sidepath along NC 54 from James Street to Anderson Park, scored high enough to be included in the draft 2020-2019 STIP; and

WHEREAS, the remaining projects submitted for P5.0 include:

- A sidepath, or bike lanes and sidewalk, along one side of Seawell School Road
- Bike lanes from NC Old 86 from Farm House Road to Calvander
- Intersection improvements at Calvander for improved multimodal travel
- Intersection improvements at NC 54 and Old Fayetteville Road
- Intersection improvements at James Street and West Main Street.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board directs staff to resubmit the above mentioned projects, as standalone projects or in combination, for consideration in the P6.0 process.

BE IT FURTHER RESOLVED:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

This the 19<sup>th</sup> day of February 2019.

## TRANSPORTATION PROJECTS SUBMITTED FOR P5.0 with estimated costs/local match

<https://www.ncdot.gov/initiatives-policies/Transportation/stip/development/Pages/draft-stip-map.aspx>

<b>Bike-Ped</b>					
<b>Route</b>	<b>From/To</b>	<b>Description</b>	<b>Total Cost</b>	<b>Local Match</b>	<b>SPOTID</b>
Seawell School Rd.	Estes / Homestead	Construct bike lanes and sidewalks	\$4,176,940	\$835,388	
Seawell School Rd.	Estes / Homestead	Construct sidepath	\$4,176,940	\$835,388	B171174
Old NC 86	Farmhouse/ Homestead	Construct bike lanes, and sidewalk along the east side	\$1,237,907	\$247,581	B150435
NC 54	James St/Anderson Park	Construct sidepath* <u>listed in draft 2020-2029 STIP</u>	\$1,467,500	\$247,550	B140799
<b>Highway Modernization</b>					
<b>Route</b>	<b>From/To</b>	<b>Description</b>	<b>Total Cost</b>	<b>Local Match</b>	
Old NC 86/Dairyland Road/ Homestead Road	Old Fayetteville Road/Dairyland/ Homestead Road	Upgrade roadway corridor and intersection to improve safety of all users. Construct two-lane improvements on Old NC 86 with left turn lanes at appropriate locations, such as John's Woods Road, and on-road bicycle facilities--paved shoulders and bicycle lane markings; design of roadway and facilities may vary along the corridor. Improve intersection at Calvander (Old NC 86/Homestead/Dairyland (SR 1004/1113/1777)) for all modes: increase capacity for vehicles and provide bicycle and pedestrian facilities to improve safety. Safety is a particular concern for cyclists (individuals and groups) waiting to make a left turn from Old NC 86 onto Dairyland Road.	\$8,700,000	TBD	H170399
<b>Highway</b>					
<b>Route</b>	<b>From/To</b>	<b>Description</b>	<b>Total Cost</b>	<b>Local Match</b>	
Hwy 54	Old Fayetteville	Intersection improvements	\$1,174,000	TBD	H140374-E
West Main St	James Street	Intersection Improvement		TBD	





# Town of Carrboro

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:** 19-76

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**Agenda Date:** 2/19/2019

**File Type:** Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Update on Development of Zoning Strategies for Historic Rogers Road Neighborhood to Implement “Mapping Our Community’s Future” Report

**PURPOSE:** The purpose of this agenda item is to provide the Board of Aldermen an update on the development of tools to implement the land use management/zoning concepts included in the 2016 report prepared for the neighborhood.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Marty Roupe - 919-918-7333, [mroupe@townofcarrboro.org](mailto:mroupe@townofcarrboro.org), & Patricia McGuire - 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org); [<mailto:mroupe@townofcarrboro.org>](mailto:mroupe@townofcarrboro.org); [<mailto:pmcguire@townofcarrboro.org>](mailto:pmcguire@townofcarrboro.org);

### **INFORMATION:**

The towns of Chapel Hill and Carrboro engaged two consulting firms, Renaissance Planning and Business Street, to assist with implementing the land use and zoning strategies included in the 2016 *Mapping Our Community’s Future* report (*Attachment A*).

The zoning strategies effort has included outreach and engagement related to development of zoning tools that would be consistent between the two jurisdictions. A summary of the work to date is provided below:

- Consultant Background Review, September to November 2018
- Community Engagement, October 2018 to January 2019
- Draft Zoning Strategies Outline document, December 2018
- Board of Aldermen Update, February 2019
- Draft Zoning Code staff review, February 2019

As a part of considering possible land uses for the area, a market analysis was completed by Rod Stevens of Business Street in December 2018 (*Attachment B*). In his report, finalized after discussions and presentations at community meetings on October 30, 2018 and November 15, 2018, Stevens concluded that it would be very difficult for traditional retail uses to succeed in the neighborhood. The report, however, identifies other opportunities and ideas for implementing the mixed use concepts discussed in *Mapping Our Community’s Future*, such as live / work uses.

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The *Draft Zoning Strategies Outline* document is provided as *Attachment C*. This information was shared with participants during the January 2019 community meeting. While the outline refers to utilizing an overlay district as the main implementation tool, the establishment of a new base zoning district may be more consistent within the framework of Carrboro's Land Use Ordinance. As referenced above, the goal is to create zoning standards that are effectively the same across the two jurisdictions, even if the terms and techniques differ slightly in each town. Staff anticipates that the consultant will deliver draft ordinance language in advance of the next community meeting at RENA Community Center on March 14, 2019. The format for the next community meeting will be a drop in session, providing an opportunity for citizens to review the draft ordinance and ask questions about any and all aspects of the project. Following this additional community review and feedback, the following steps are anticipated:

- Draft ordinance presentation to Board of Aldermen and Request to Set Public Hearing, March 2019
- Advisory Board and Orange County review, April 2019
- Public Hearing for consideration of ordinance, April 23, 2019.

**FISCAL & STAFF IMPACT:** The Town is sharing in the cost of the professional services and staff support to this effort.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen review and discuss the information on zoning strategies and provide any feedback to staff.



## Rogers Road: *Mapping our Community's Future*

MAY 2016

*The compilation of an intensive 9 month planning effort with community stakeholders to create a shared vision for Rogers Road development for the next 10 years & beyond*

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## Executive Summary

In July, 2015, Orange County and the Towns of Chapel Hill & Carrboro requested that the Jackson Center and RENA (Rogers-Eubanks Neighborhood Association) partner to facilitate a proactive community planning effort in the Rogers-Eubanks Neighborhood as sewer design and implementation makes progress.

Partners proceeded to collaborate following the “Community-First” organizing model, which involves community members as principal actors in assessing and determining the course of future planning. Extensive collaboration and consultation led to four goals for future development: **retain** long-term residents, **connect** us with each other and the larger community, **preserve** diversity for the future, and **respect** the natural environment. These in turn yielded a refined sense of charge and detailed recommendations. The collaborating partners are confident that the plans reflect a uniquely inclusive and informed process.

This document was created to be a guiding and a working reference for invested community members and government partners in dialogue about next steps and specific plans. Key to its success is the following set of principles, elaborated at the end of the document:

- **Follow** the four stipulated priorities for future development
- **Ensure** accountability for collaborative action
- **Maintain** open and consistent communication
- **Support** community-first planning



## Primary Partners and Collaborators

### RENA

In 2007, the socially cohesive and culturally rich Rogers-Eubanks community founded the Rogers Eubanks Neighborhood Association (RENA) to formalize a long-term ad hoc community alliance and movement. As a community organizing group, RENA needed a place to gather to provide a location for sharing of community resources and development programs. RENA organized social justice, service, and faith-based organizations in Orange County to form the Coalition to End Environmental Racism (CEER). This group works to create community-driven events, which bring residents of the impacted communities together for the education of the wider community (citizens and local government officials) about critical issues of environmental health and justice. RENA also seeks and strongly values partnerships with local universities, and has been engaged in four projects with partners at the Gillings School of Global Public Health at the University of North Carolina at Chapel Hill (UNC). RENA has successfully organized the neighborhood in victories to close the landfill, secure a community center, provide services for all neighborhood children, and secure water and sewer for the Historic Rogers Road community, among many other successes and victories.

Robert Campbell, David Caldwell, Larry Caldwell, Rose Caldwell, and Jasmine McClain are the lead RENA members on this planning effort.

### The Jackson Center

The Jackson Center is a public history and community development center located at the gateway to the historic Northside of Chapel Hill, North Carolina. The mission of the Jackson Center is to honor, renew, and build community in the Northside and Pine Knolls neighborhoods of Chapel Hill/Carrboro. We want to make sure that the histories we hear, and the values and visions on which they are built, make a difference in communities now and for generations to come. Our work is rooted in oral history listening and realized along three primary lines of creative community development: organizing and advocacy for livable neighborhoods, youth and education, and celebration and connection. In 2011, the Jackson Center organized a coalition of dozens of organizations and hundreds of residents in an effort that led to the passage of a historic moratorium on development and community plan for Northside. This plan dramatically changed zoning and increased support for neighborhood efforts. Between 2012-2015, the Jackson Center played a critical role in planning efforts that led to UNC's \$3 million land bank loan to Self Help Credit Union, which is helping to create dozens of affordable housing units and facilitating neighbors' control over land decisions. The Jackson Center has partnered with RENA, Orange County, Chapel Hill, and Carrboro on community engagement and planning efforts from 2014-2016.

Hudson Vaughan and George Barrett are the lead Jackson Center staff on this project. Stephanie Barnes-Simms, a community planner and Executive Vice President of Self Help, serves as technical assistance to the Jackson Center on this project.

## Tim Stallmann

Tim Stallmann is a freelance cartographer based in Durham, NC. His work focuses on using maps as tools to build community power around racial, economic and environmental justice. Tim has worked with the Jackson Center since its founding, and has also participated in the 2014 community survey project that produced *Historic and Vibrant Rogers Road*. His maps and his collaborations with the Counter-Cartographies Collective, of which he is a founding member, have been widely published and exhibited. Tim holds a Masters degrees in Mathematics and Geography from Duke University & UNC-CH, respectively. In addition to consulting, he also teaches map-making at the Center for Documentary Studies at Duke University. For more of his work, see [www.tim-maps.com](http://www.tim-maps.com).

## Community Unity Board

The Community Unity Board is a group of neighborhood leaders from all across the Rogers Road neighborhood. The Board was originally formed in 2013-2014 to bring together residents of all of the sub-neighborhoods of Rogers-Eubanks in ongoing dialogue and partnership. RENA & the Jackson Center re-initiated this board for this specific planning effort, inviting residents from various sub-neighborhoods to take a stake in Rogers Road's future and to be in ongoing dialogue with their neighbors. This group of nearly 20 residents, most of whom have been actively engaged in ongoing community efforts in Rogers Road, took part in 9 intensive meetings over the course of the last seven months and several additional consulting sessions and interviews.

## Background and Process

For the last 9 months, a core of neighborhood residents and other key stakeholders have gathered for *intensive* dialogue about our hopes and fears for our community, the strengths and struggles of our history, and the diverse visions we have for the future of the Historic Rogers Road Community. We initially planned to participate in four intensive meetings over four months. In order to reach a variety of stakeholders and ensure sufficient discussion depth, we adapted this strategy to nine sessions focused on creating, reviewing, and strategizing together.



Neighbors in a discussion about land control and conservation.

Many of the primary stakeholders have participated in planning efforts for decades. Throughout the process in Rogers Road, we faced a great challenge together: the collective feeling - and reality among constituents - that planning efforts in Rogers Road have consistently fallen short on implementation. We discussed questions like: What is the point of this effort? Will the three governments respect our visions and actually help us achieve them? Will sewer really happen or is this process a trick to focus us on development instead? Will this just become another plan shelved for people to reference in their articles about the struggles of Rogers Road?

While some of these questions remain, our dialogue about these questions led us to clarify our common understanding and our group's charge for moving forward. Our focus and group charge for the effort was *to work together to create:*

- A collective answer to the question of what would we like to see from any future development in the form of a crisp list of easy to explain priorities that we can remember.
- A map of our vision for future development/improvements. We are working on being able to describe both what we want and where we would like to see it happen
- A specific action plan that describes how we achieve our aspirations, including specific action steps, with "gives and gets," or realistic trade-offs, for neighbors, local governments, and developers

We used the model of Community-First Planning that that the Jackson Center developed for use in the ongoing Northside Neighborhood Initiative. This model is built on an intensive set of communication and organizing tools that bring neighbors and other stakeholders into active and realistic planning discussions focused on change that enhances community and regional goals. Unlike external, top-down, or selective representative processes, Community-First Planning features broad-based participation developed on the ground in direct communication with residents and stakeholders, "reverse-consultancy" leadership (funding for on-site existing community leaders as primary consultants), and a direction-setting group that remains accountable to community interests. Accordingly, RENA and the Jackson Center worked for

several months to identify major stakeholders, sub-neighborhood representatives, and neighbors who could bring an array of visions and opinions into dialogue with one another. We ultimately invited 19 people to participate in ongoing meetings together and asked them to take the ongoing questions back into their sub-neighborhoods to more intensively reach stakeholders who may not attend. We then conducted over a dozen additional interviews to incorporate perspectives of residents who were not able to be part of the stakeholder team. Because of Rogers Road's long history of neighborhood leadership and action, our process engages the strengths and struggles of history first and continually. Creative communication strategies are a central part of our work: we find ways to reach people the ways they best receive contact. We develop clear "gives and gets" strategy framework. We believe that discussing the benefits and challenges openly is the best way for communities to mobilize for movement forward, and we believe in building this infrastructure in a way that it can be utilized well beyond our active role.



Neighbors workshoping summary recommendations at an early meeting.

This is not the first effort at a plan for the Rogers Road neighborhood. As mentioned above, the neighborhood has long experienced marginalization from the political and planning process. Conventional decision-making has been for and about neighbors rather than with and by neighbors. We entered into this process well aware of the history of racial exclusion, and always with the nagging fear that the results of our efforts would be more of the same exclusion. In spite of that fear, we were willing to complete this Community-First planning effort because of the following:

- The assurance that sewer infrastructure would continue to move forward for Historic Rogers Road residents, and that a community effort was an important step in preparation for development speculation that might result with this new infrastructure
- The understanding that this effort would help guide future conversations about land use planning and development approvals, especially in the Greene Tract and on the Chapel Hill side of the neighborhood, given the recent change to an ETJ and concerns about future zoning decisions in Chapel Hill without prior input
- The desire to "get ahead" of the rising development pressure, given the growing concern in the neighborhood about what is happening all around the fringes of Rogers Road, especially the significant rise of new subdivision and townhouse developments on Homestead and Eubanks Rd
- The hope that we could create a guiding document together that would be immediately useful for us as residents and community partners

Part of how we approach planning is to engage differences and to value a diversity of community opinions, not to try to get rid of it or find absolute consensus. The materials and recommendations in this document do not "represent" all of Rogers Road. This process has engaged a wonderfully diverse set of neighbors in ongoing dialogue and sought to create a document that elaborates on shared visions; it includes differences and nuances that have enriched the discussions.

## Summary Recommendations

These summary recommendations were created through a review of historical documents and processes and several Community Unity Board meetings. Once the Unity Board established a draft, this list of priorities was shared widely for feedback and revision: with their sub-neighborhoods, on the community listserv, through the community newspaper, and in individual interviews. The following is the result:

***"We want development that we are a part of, not the victim of." -David Caldwell***

We want development that...

### Retains families who have lived here for decades/generations



- Supports owners in maintaining their homes and mitigating rising cost of living
- Creates economic opportunity for people living here
- Provides opportunities and services for elders to age in place/in the neighborhood

### Connects us with each other and the larger community



- Improves bus service & roads, pathways, and sidewalks to connect us to key places and to one another
- Ensures new development opens to and connects with the existing community, avoiding internal fragmentation
- Promotes intercultural connection and multi-culturalism

### Preserves socioeconomic & cultural diversity for the future



- Prioritizes the creation of diverse affordable home options
- Expands the community center and provides additional services for neighborhood children
- Ensures access to essential social and retail services
- Provides space for smaller local businesses to start-up and serve the local community

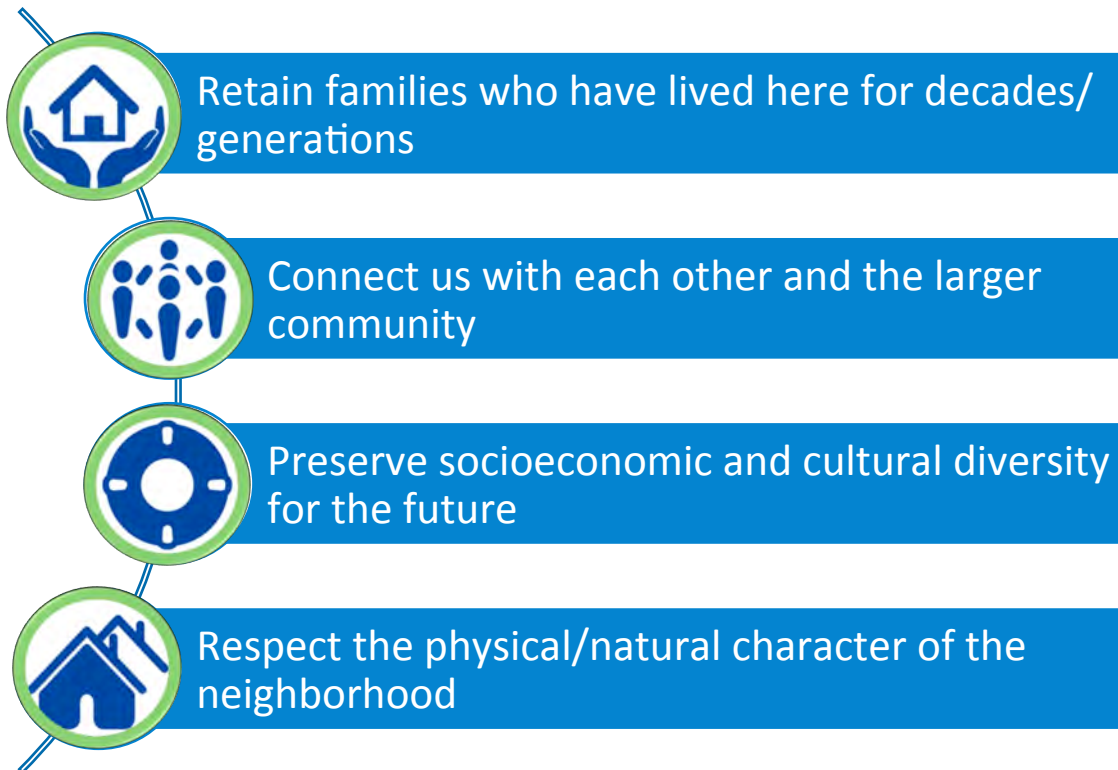
### Respects the physical/natural character of the neighborhood



- Balances land conservation with density to reduce suburban sprawl
- Minimizes disruption to the natural landscape & opens environment to people's use and enjoyment
- Promotes design that fits into the character and fabric of the existing community
- Honors history and contributions of neighborhood in tangible ways

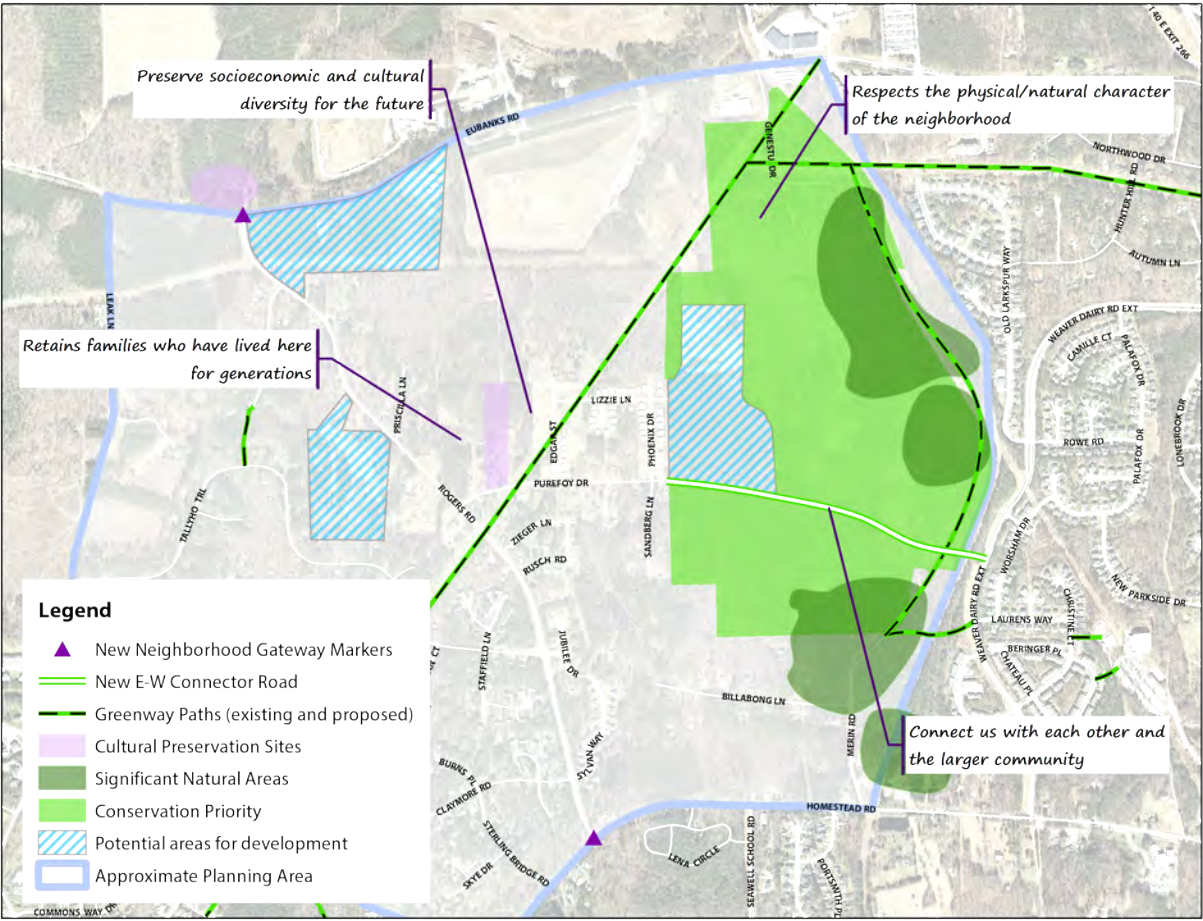
## Detailed Recommendations

This section, organized into four guiding principles, provides specific suggestions and recommendations on ways that the Towns & County, neighborhood residents, and any future developers can realize the goals identified by Rogers Road residents.





Overview Map







## Retain families who have lived here for decades/generations

*Support homeowners in maintaining their homes and mitigating rising cost of living*

**Develop and fund home repair programs, especially to improve in-home accessibility for long-time residents.** In the 2014 survey of the Historic 86 parcels, over 65% of households in the Historic Rogers Road area reported a need for some home repair support, including but not limited to: essential repairs of leaking roofs, broken HVAC systems, \$500 utility bills due to a lack of weatherization, and increasingly inaccessible houses for those who are aging and disabled. Given the scope of need, Rogers Road would be a great focus area for a targeted home repair effort by an organization like Habitat or Rebuilding Together, with support from the County and/or Towns. This effort should be proactive and utilize RENA's existing database of home repair needs.

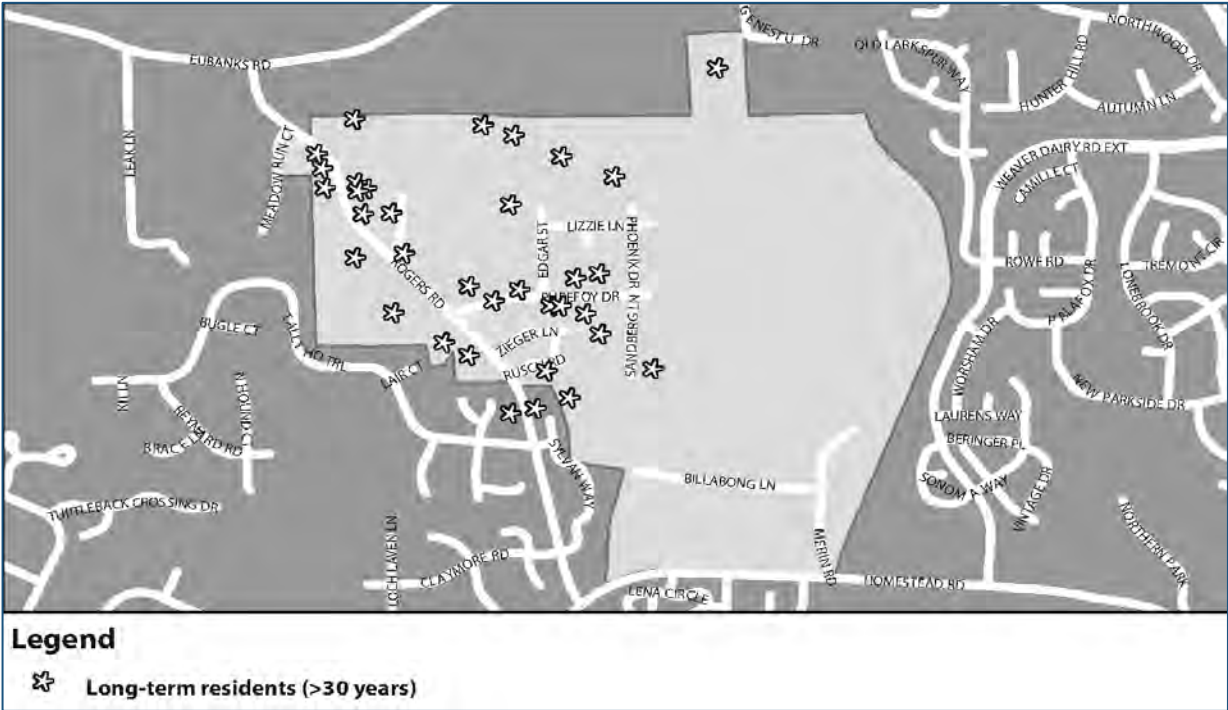
**The County and Towns should create a unified fund for home repairs in Rogers Road so that neighbors' ability to get repairs is not dependent on where the house is located within the neighborhood.** Currently, Rogers Road is split between Carrboro and Chapel Hill's ETJ, leaving the community in the middle of CDBG and other funding efforts. The County could take the lead to host a unified fund to address the challenge of the multiple jurisdictions.

**Strengthen community organizing infrastructure by supporting the Rogers Road Community Center,** especially to increase volunteer networks and provide sustainable presence in neighborhood. The Rogers Road Community Center has been a hub of action, but it needs regular operating support to continue to thrive.

**Create property tax mitigation program for long-term neighbors to offset rising taxes as result of development.** Durham is currently working on a proposal to offset the rise in taxes for elderly, low-income residents over a period of time due to rising property values. Given the potential of development speculation, a similar program should be implemented to limit the drastic increase in taxes that could result from development pressure, both for elderly low-income residents and their heirs. The County could also lead a proactive effort to ensure residents who qualify for the Homestead Exemption have this important tax exemption.

**Support efforts to prevent land loss.** Across the country, historically African American communities are losing land at a rapidly accelerating pace through investor speculation, heirs' property complications, and policies of exclusion. We are already beginning to partner with the Black Family Land Trust, Conservation Trust, and Center for Civil Rights to assist us, protecting land rights and use for future generations.

<p><i>Create economic opportunity for people living here</i></p>	<p><b>Utilize existing skills and leadership of residents.</b> We, residents of Rogers Road, have a vast array of skills and experience: in engineering, business and non-profit management, construction, nursing, elder care, and more. Any jobs created through building and development should utilize existing skills and leadership of residents.</p> <p><b>Provide opportunity for community business ownership and management in new business spaces, especially any on publicly-owned land.</b> Not all of us are interested in area retail, but all support the idea that, if there were to be any small, mixed use spaces, these spaces should be designed and structured in a way that provide true accessibility for community ownership and management.</p> <p><b>Consider updating zoning and signage restrictions to give more flexibility to community-owned businesses.</b> Current zoning allows for some home-based businesses but restricts signage. Zoning and signage regulations should reflect the benefit that small, community-owned commercial spaces can bring to the neighborhood.</p>
<p><i>Provide opportunities and services for elders to age in place/in the neighborhood</i></p>	<p><b>Pursue a proactive effort for public-private partnership with model senior living, especially with Piedmont Health.</b> Senior housing, independent but supportive, is a huge priority. The partner would need to be a provider/developer committed to serving neighborhood residents and affordable spaces, not simply high-end senior needs.</p> <p><b>Ensure zoning allows for elder development or services that increase livability and accessibility of these long-term neighbors.</b> This is the one form of housing that residents, even those that were wary of any increase in density, were interested in finding a way to support.</p> <p><b>Support location of a community-health facility in the community.</b> St. Paul's Village already has a proposed community-health center planned in partnership with Piedmont. Increased support from the governments to make this possible in the near future would be beneficial to all parties.</p>



Development Do's	Development Don'ts
<p>Senior housing: single story, primarily independent units (see design feel document); additional safety and accessibility needed if more than one story</p> <p>Community-commercial spaces near senior housing</p> <p>Housing for veterans and homes accessible to people with disabilities</p> <p>Co-housing model for shared services among community</p> <p>Community-health clinic</p> <p>Requirement of community benefits agreement for new development that includes tangible ways the new development will support neighborhood retention strategies</p>	<p>Development that will significantly raise area taxes without creating a tax mitigation plan in advance</p> <p>Development of new affordable units without significant investment in the repair of existing homes</p>



## Connect<sup>1</sup> us with each other and the larger community

*Improve bus service & roads, pathways, and sidewalks to connect us to key places and to one another*

**Build a new road into the Greene tract from the East, preferably one that utilizes existing pathways or clearings.** New development on the tract – even just for recreational use – will increase traffic into the neighborhood, largely from the MLK Boulevard corridor. Purefoy Drive is not suited to handling through-traffic into the Greene tract at this level, nor should it be. Expanding this road without connection to the other side would endanger the neighborhood patterns, safety, and feel. The best design for a new road would connect Purefoy Drive on the West with Weaver Dairy Extension on the East, a route that passes through Town and County-owned land exclusively (except for the railroad crossing). An alternate route would be a North-South connector from Eubanks into the Greene tract.

**Improve bus service to the neighborhood that connects with Timberlyne and employment centers.** Chapel Hill Transit is already taking some steps in this direction, following on the heels of organizing by RENA and Justice United. The routes could still be improved to connect to essential retail services and employment centers.

**Add bus shelters at the bus stops along Rogers Road.** Currently, young children and elderly neighbors stand by the curb signs without any shelter from the rain or a bench to rest upon. Adding attractive bus shelters would improve safety, increase ridership, and improve aesthetics of Rogers Road. *This should be an immediate action in the near future.*

**Create greenway and walking path improvements throughout the neighborhood.** Residents recommended using existing utility easements as walking paths. These would ideally be unpaved and minimally improved to retain the rural feel of the neighborhood, but officially designating these as paths and adding signage would increase recreational opportunities for residents as well as aiding privacy since folks who are walking through the neighborhood would use walking paths rather than cutting through residential lots. Ideally, greenway improvements would allow pedestrian access – on walking paths or sidewalks the

<sup>1</sup> **Connectivity:** Connection is often limited to physical infrastructure. A new subdivision is sometimes considered “connected” if it ties into the main road and has access to Weaver Dairy, for example. The term here means more integration of spaces: connection that is physical, social, and cultural. Connectivity prioritizes historic Rogers Road residents and requires integration of new development into the existing fabric of the community.

whole way – from the neighborhood to Timberlyne and the MLK Boulevard area. Easements and existing pathways on Greene Tract should be made into walking trails or greenways that provide a walking loop through natural areas accessible to neighbors.

**Improve sidewalks.** Complete sidewalks on both sides of Rogers Road – this would improve walking access to bus stops and the community center and help keep children out of the road. Additional sidewalks should be networked with greenways to provide full range of connections through the neighborhood.

**Increase traffic enforcement in the neighborhood.** The blinking speed sign works well on Rogers Road but there is still a need for more police presence and speed reduction mechanisms on Rogers and Purefoy.

**Consider adding traffic lights at the intersections of Rogers Road and Merin Road with Homestead Road.** These intersections are difficult left-turns that are part of the daily commute of residents. Traffic lights or other measures to improve traffic flow would help safety and convenience. The Merin Road and Homestead intersection, unfortunately, presents some difficulties because of the railroad tracks immediately adjacent; we recognize that a traffic light may not be feasible there.

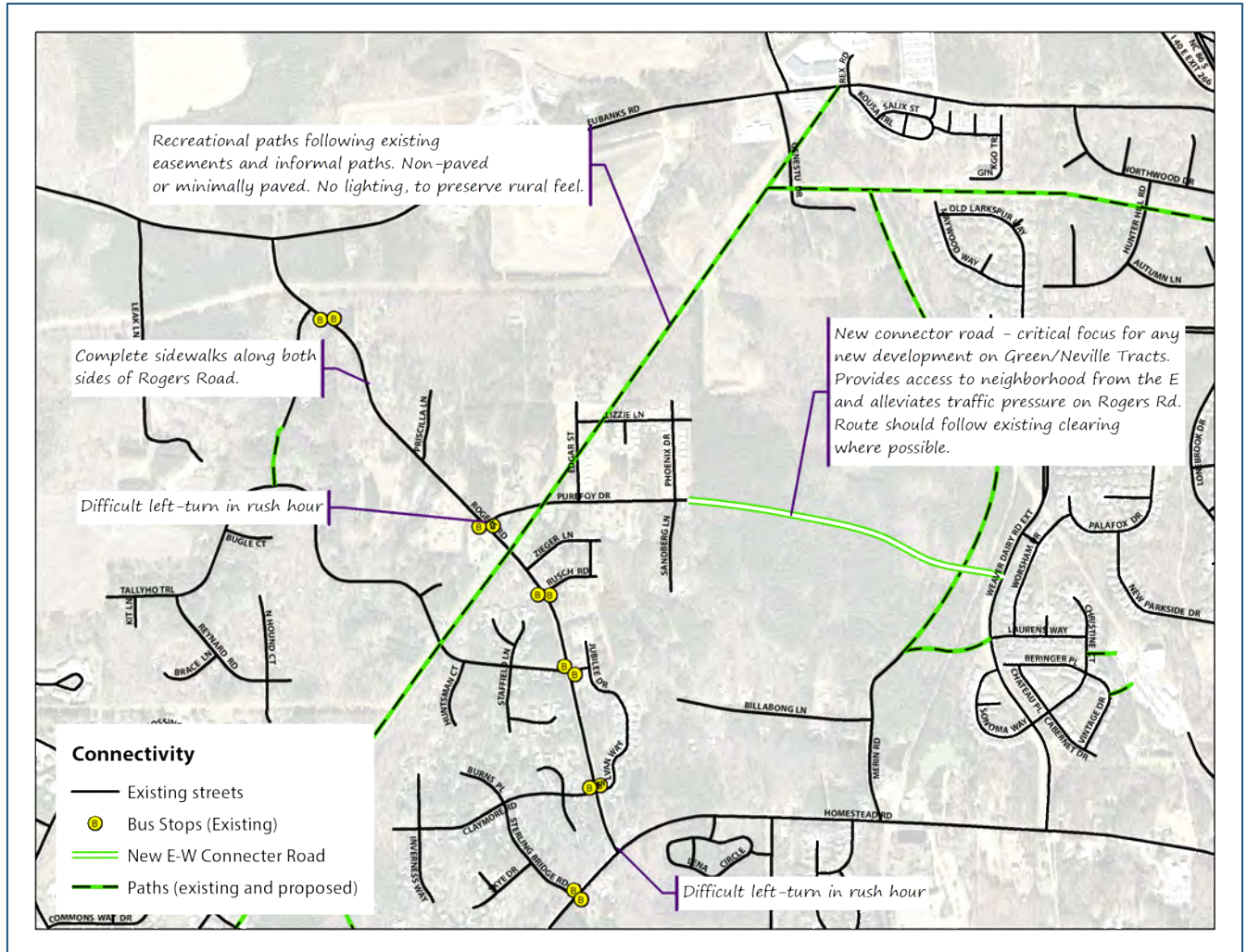
*Ensure new development opens to and connects with the existing community, avoiding internal fragmentation*

**Require that new development have clear physical integration with existing neighborhood,** increasing connection instead of segmenting it. The physical integration of Phoenix Place was a good example of this. The new Burch Kove development is a development that does NOT promote this kind of integration.

**Ensure that any new development does not build walls/barriers; limit culs-de-sac where connection is possible.** Rogers Road is a diverse and inclusive community, and we believe structures have the power to connect or divide us. Several years ago, there was a proposal to redevelop one of the large heirs property into a subdivision with a wall surrounding it and a set of culs-de-sac for the center of the development. This kind of exclusion should not be possible in future development.

**Development should show clear integration with the existing fabric of the community and indicate ways it will enhance social connectivity.** In our meetings, we discussed the problems of the social integration of Winmore and how residents of the affordable housing development within it are limited in their use of common facilities and do not feel connected or

	<p>welcome in the high-end space. Any new development in Rogers Road should be fully integrated and not create exclusive benefits for its own residents but instead contribute to community improvements and accessible recreation spaces.</p>
<p><i>Promote intercultural connection and multi-culturalism</i></p>	<p><b>Increase space for community gatherings and support intercultural festivals and community events.</b> We have always been a community of celebration. As our community has grown, we have continued to find ways to extend our festivals and community events to all who reside in Rogers Road and have a stake in its future.</p> <p><b>Add multi-lingual sign welcoming people to the neighborhood in the many languages of our community.</b> Our community is one of the most ethnically diverse in the whole County. Signage should reflect and support this diversity in the major languages of our community. <i>This should be an immediate action item, integrated with the building of neighborhood gateways.</i></p> <p><b>Provide opportunities for multicultural businesses in any community-commercial spaces.</b> This would take proactive engagement with the diverse groups of people who call Rogers Road home and would help make any such businesses successful.</p> <p><b>Provide educational opportunities about the community's history.</b> RENA has partnered with UNC to document our oral histories. These efforts can be expanded, sustained, and given space to be brought into dialogue with the broader community.</p>



In our meetings, residents associated connectivity with both positive and negative aspects. Road connectivity, done poorly, could come with the cost of increased traffic, and detract from the rural feel of Rogers Road, which is one of the assets all neighbors valued. One resident, in a mapping activity, drew a bicyclist riding down Eubanks Road and “biking right on past our neighborhood;” this illustration showcased the desire of many residents’ to keep the community feel of the neighborhood rather than add numbers of new outsiders using the land for recreation. For the most part, residents framed connectivity improvements as an if-then situation: if there were new development on the Greene tract area, then new road connections would be necessary so that Rogers Road doesn’t become overburdened.

Development Do's	Development Don'ts
<p>"When government builds something, there must be egress and access."-Mr. Stroud.</p> <p>Extension of Purefoy Dr. into Greene Tract, connecting to Weaver Dairy Extension</p> <p>Extension of services. Ex. Buses</p> <p>Trails on existing pathways.</p> <p>Access to green spaces and nature, adding trails and greenways</p>	<p>Retail along Purefoy Dr without a road connection east.</p> <p>Development that would require the widening of Purefoy Drive.</p> <p>Development without expansion of road through Greene Tract. Fear of development if Purefoy remains the only point of access.</p> <p>GATES or WALLS! Fear of a closed community! Development should NOT make the original residents feel unwelcome in their own neighborhood.</p>





## Preserve socioeconomic and cultural diversity for the future

*Prioritize the creation of quality affordable homes*

**Maintain the level of socio-economic diversity of the existing community within any new residential buildings.** This would require a higher percentage of affordable units than currently required for affordability (upwards of 25%). It would also necessitate a significant percentage of units accessible to households below 50% AMI.

**Create affordable homes<sup>2</sup> for families.** These homes should be accessible to 50% AMI, primarily with 3 br/2bth, and integrated with any market homes

**Require median home price on a development to be accessible to the median income of the community.** To maintain the socio-economic diversity, new development must provide a similar mix of housing accessible to a range of residents

**Provide co-housing options for working class and elderly, with shared common spaces to decrease costs.** Most co-housing models are primarily aimed for middle-upper income households, but the model could be for shared common spaces and modest density in Rogers Road should be primarily in the service of the elderly and working class

**Consider requiring a community impact or racial equity impact study as part of the evaluation process for new development in the neighborhood.** Development decisions should consider what impact the new development will have on the community as a whole.

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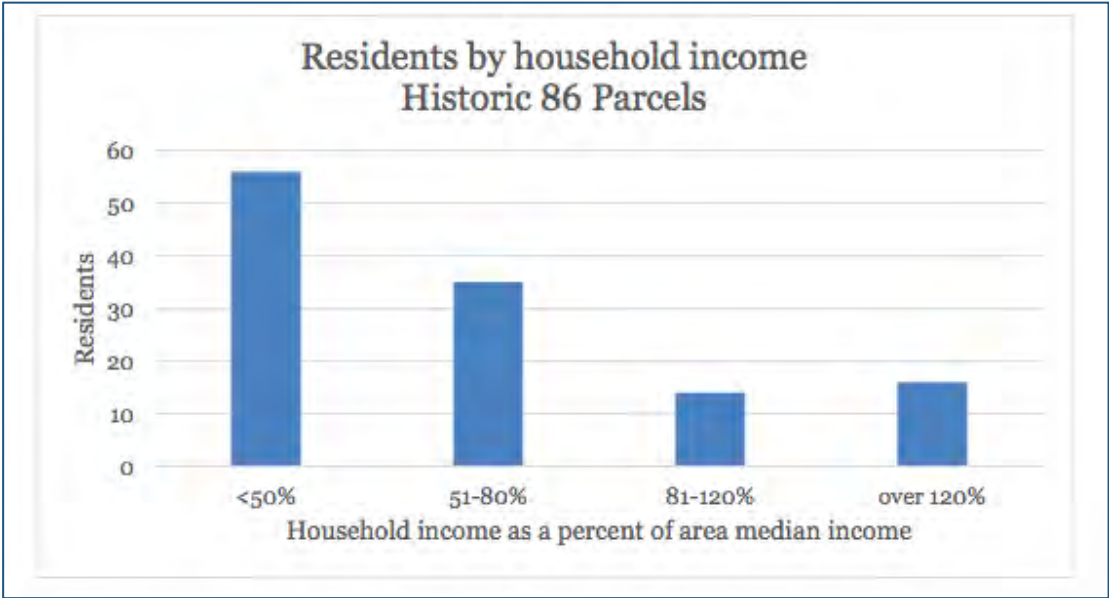
<sup>2</sup> **Affordable Homes:** There is a difference between affordable housing and affordable homes, and “homes” is used purposefully here. Affordable homes necessitate a certain quality, wholeness, and connection with the community around them. Rogers Road has been home to generations of residents (indeed, over 80% of residents have historic ties to the community). Whatever new housing is built in the neighborhood must be suited for families (3 bedroom, 2 bath as the primary model, with a smaller model for elder housing) and also be integrated into the fabric of the existing community. A next generation of residents should want to live in these homes. Also, the standards for affordability used in new development should further the existing socio-economic diversity in the neighborhood (including a significant percentage of households earning below 50% AMI) – which will necessitate more careful and creative approaches than the standard 60-80% AMI metric.

<p><i>Expand community center and provide additional services for neighborhood children</i></p>	<p><b>Add a wing to the community center or additional space in new school or other development to provide space as community grows.</b> If new development is approved, it should contribute significantly to the growth of shared community spaces, either financially or by creating spaces accessible to all. The development of a new school should also have to provide significant community space and benefits.</p> <p><b>Increase services for children that serve both neighborhood children and provide job opportunities for residents.</b> There is a great need for affordable daycares and spaces of recreation for high school age children. We have also heard talk for years of the possibility of a neighborhood school. Any actual proposal for a school should be planned in close dialogue with us and other neighbors, in order to address concerns about impact, equity, and connection to the community. Any services should utilize the wealth of educational leadership and teaching experience in the neighborhood.</p> <p><b>Provide public park and recreation space.</b> Currently, the only outdoor park is located within the Habitat community and is not a public space. This park should be made more accessible; additional land in the Greene Tract should also be preserved for public park use.</p>
<p><i>Ensure access to essential social and retail services, with a priority on community-commercial<sup>3</sup></i></p>	<p><b>Provide distinctive areas within walking distance that can serve community commercial.</b> Many of us would love to be able to walk to get essentials. Our maps show a few distinctive spaces accessible to the community in which this kind of commercial may be appropriate if economically viable.</p> <p><b>Partner with agencies that have a track record in managing and operating community-based commercial.</b> Who owns and manages any commercial will be critical to its success. If any retail is included on the Greene Tract, then the governments should be careful in partnering with trusted partners and maintaining some control over these spaces, consistent with community development principles.</p>

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<sup>3</sup> **Community Commercial:** While there are a range of opinions about the presence of retail and commercial generally in the neighborhood, there was strong support for the existence of modest, community commercial spaces that allow for small, local businesses to serve the community. Examples given have included hair salons and barbershops, small ethnic restaurants, hardware store outposts, community health clinics, small outdoor markets, and kiosk-size spaces for short-term use (such as flower shops) to support entrepreneurship. We use the phrasing “community commercial” here to highlight that the goal is to serve the neighborhood, provide employment opportunities, and ensure that affordable commercial space is available long in the future. Meeting those goals will likely necessitate a different model from traditional commercial retail, either involving a nonprofit developer, subsidies, or both.

	<p><b>Create an economic development strategy that encourages the recruitment of businesses that will provide access to essentials.</b> We discussed the desire for beauty salons and barbershops, ethnic restaurants, convenient stores, and small hardware stores. A strategy should promote and enable the right kind of community-connected economic development for the location, traffic flow, and population.</p> <p><b>Provide connections to job training and living wage jobs.</b> Our young people have endless potential. New development, especially on the Greene Tract, should provide a diverse set of job trainings and living wage jobs that will help strengthen our community</p>
<p><i>Provide space for smaller local businesses to start-up and serve the neighborhood</i></p>	<p><b>Create smaller and more affordable business spaces, to keep costs lower and provide diverse opportunities.</b> One example of this would be to allow for market-style kiosks for people to rent for shorter-term leases. Another example would be to create 4-6 small retail shops together on the right corridors. Smaller individualized business spaces allow for a more affordable entry needed for many local businesses to succeed.</p> <p><b>Provide special zoning for small community-based businesses and a wider range of home-based businesses.</b> Current zoning does not allow for small, community-based businesses and limits home-based businesses significantly. We have marked locations in which this might be viable on the included maps.</p> <p><b>Ease signage regulations for churches and community-based businesses to have visible signage.</b> The signage restrictions in Chapel Hill and Carrboro make it difficult for home-based businesses and churches to have decent signage.</p>



Development Do's	Development Don'ts
<p>Community commercial. Limit to 3-4 shops. Ex. Barbershops, Beauty supplies, family owned business.</p> <p>Affordable Homes: Workforce, teachers, early career, and seniors. Affordability defined as who can access housing.</p> <p>Daycares, parks, and community center expansion: spaces for neighborhood children</p> <p>Diversity of housing: not one housing type. Variety in design. Connects to the variety of housing that exists within the neighborhood.</p> <p>Single-family style for affordable housing</p>	<p>Development catered to one demographic</p> <p>Large-scale commercial. Big businesses (Supercenters) a consistent fear. Ex. Timberlyne borders on being too large for this community; Walmart/Target are way too large.</p> <p>Development that provides destination retail or attracts large amounts of people from outside of the community (would add too much traffic).</p> <p>Gathering space with only one point of access</p>



## Respect the history and physical/natural character of the neighborhood

*Balance land conservation<sup>4</sup> with modest density to reduce suburban sprawl*

**Respect identified areas of land conservation through conservation easements and other appropriate protections.** Currently, areas with a priority of conservation are not formally protected. Conservation easements for large parts of the Greene Tract and for heirs property (where owners desire them) could help achieve some of the long-term hopes of maintaining large portions of the natural surroundings.

**Designate specific areas for modest density, to increase diversity of opportunity.** We do not want the suburban sprawl taking place on the fringes of Rogers Road. Designated areas for modest density, crafted carefully, could increase diversity of opportunity & affordability, limit land disturbance, and support the mixed community so many of us desire.

*Minimize disruption to natural landscape & opens environment to people's use and enjoyment*

**Maintain a wooded buffer on the eastern edge of the Sandberg Lane portion of the neighborhood.** Residents along this gravel road have long enjoyed the privacy that comes from their sparsely-developed neighborhood, and any new development in the Greene Tract should not infringe on that.

**Ensure that large parts (80%) of the Greene tract are permanently preserved as open, natural, space.** We, and many other community members, have long used the Greene tract for recreation, education, enjoyment and even as a food supply. This vacant land is a unique opportunity for residents, working with local government and groups such as the Black Family Land Trust and the Conservation

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<sup>4</sup> **Conservation:** The undeveloped land in Rogers Road is not vacant: to the contrary it has a wealth of value for residents of Rogers Road and surrounding communities. For generations this land has played an important role as a site for recreation, for gathering food, and for contemplation. Conservation on the tract should acknowledge and build on this cultural value without disturbing the rural feel of the area – not creating a sectioned-off or walled-off part of the community, but keeping large portions of these lands open for enjoyment and connection to the natural world, while protecting this special environment. Promoting “development that we are a part of, not the victim of” means honoring, preserving and amplifying the cultural and natural assets held by the Rogers Road community. This community aim is detailed under the rubric of conservation. However, as the glossary discusses, conservation in this context has a much broader meaning than the strictly environmental preservation, which has often been a strong consideration in planning decisions for Chapel Hill, Carrboro and Orange County.

	<p>Trust for North Carolina to devise an innovative conservation plan which centers the value of the land to the area’s Black residents. Already, residents have identified a few areas for special conservation priority, which are sketched on the map, but more field-work is needed to specifically identify their boundaries.</p> <p><b>Limit how much clearing of land is possible.</b> Some developments have limited the clear cutting of land and ensured a large portion of existing trees remain. This would be our preference. Additionally, some development possible in the Greene Tract could be shifted north to the Neville Tract to utilize existing cleared land and allow for increased conservation of woodlands and wetlands.</p>
<i>Honor history<sup>5</sup> and contributions of neighborhood in tangible ways</i>	<p><b>Add gateway markers on the northern and southern ends of Rogers Road to honor the neighborhood and celebrate those intersections as entrances to a culturally significant, historically African-American neighborhood.</b> Some of Orange County’s most well-known brick and rock masons are connected to the Historic Rogers Road community. These and other legacies should be honored.</p> <p><b>Identify &amp; preserve slave graves and other historically significant sites.</b> Marked as cultural preservation sites in previous planning efforts, these historic areas have still been overlooked. The graves of enslaved Africans are sacred sites and need to be identified and honored with markers and continued preservation. If these graves cannot be found, a memorial should be created in their honor. These efforts should include neighborhood leadership throughout the entire process: both in deciding how to identify and research these sites in a culturally sensitive way and in deciding how best to honor them. St. Paul’s church is exploring some ways to do this with respect to sites on land they own.</p> <p><b>Add signage that identifies this as “Historic Rogers Road” and Integrate community-specific historical markers throughout the neighborhood.</b> Rogers Road community has a rich history, which is rooted in place, but often not immediately visible to passersby or visitors to the neighborhood. Marking this history can be a way of preserving it for the future.</p>

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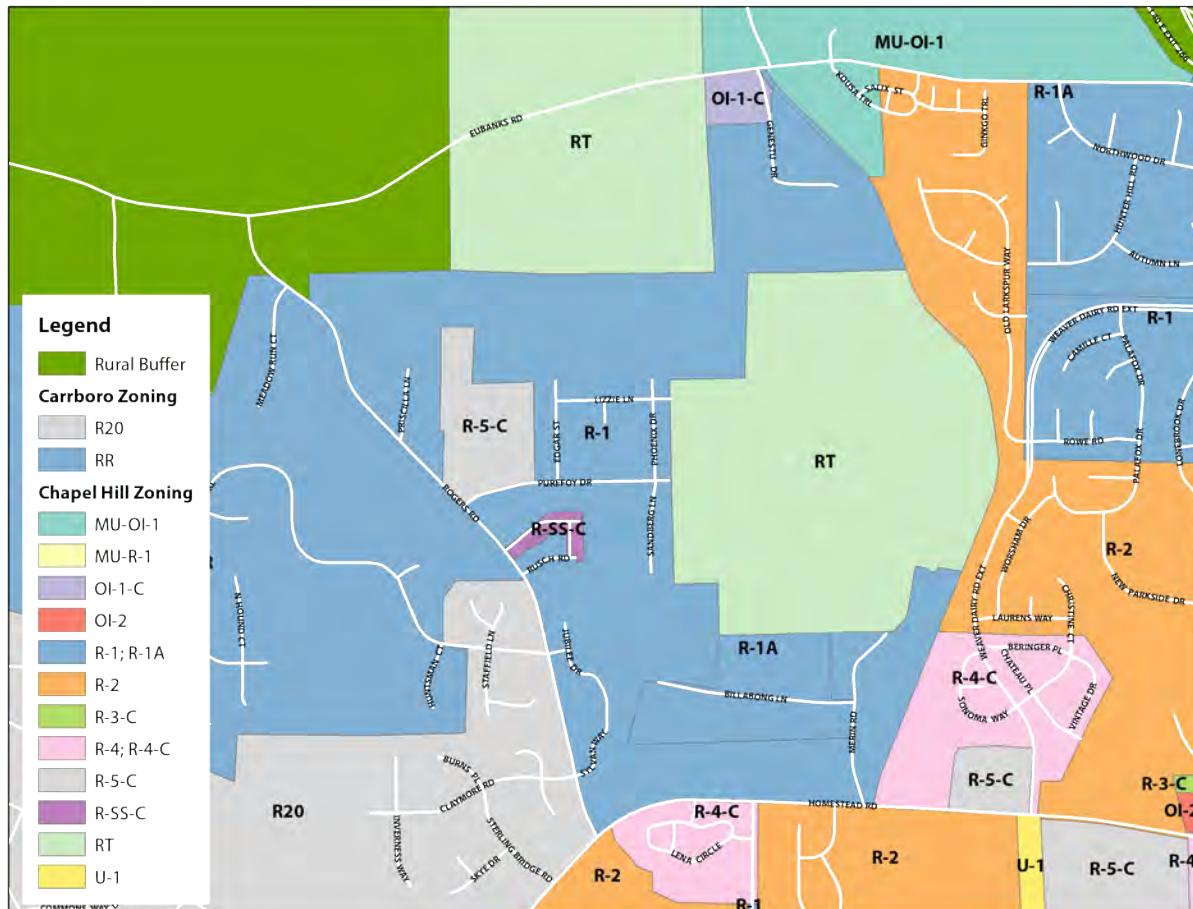
<sup>5</sup> **Honors history:** Honoring history in tangible ways refers to more than just physical markers, signage, and history exhibits, although these are important. It also means that any development must show alignment with community goals and be something historic Rogers Road residents take pride in.

**Preserves diversity:** To continue to promote and ensure the existing diversity into the future; to further the remarkable socioeconomic and cultural diversity that is already present in Rogers Road.

Development Do's	Development Dont's
<p>"Preservation means leaving it the way it is, but making it also accessible to the public." - Carl Purefoy</p> <p>Gradual Process. Integrated design.</p> <p>Greene Tract: High priority for preservation. Dense development - not too much. Infuse with existing characteristics of natural environment.</p> <p>Development on Neville Tract instead of southwest area of Greene Tract. Utilize the existing clearing on the Neville Tract to preserve more wetland and forest</p> <p>Development accompanied by buffers.</p> <p>Development consistent with historic vision and existing neighborhood character (including height, diversity of building materials &amp; types)</p> <p>Community Markers: Historical markers. Preservation of slave graves. Cherry Orchard.</p> <p>Requirement of community impact study for any major development before approval</p> <p>Privacy: "Being able to go out in your bathrobe without being watched"- Ms. Reid</p>	<p>Businesses that interfere with surrounding homeowners. Fear of strangers invading property.</p> <p>Development that destroys community feel.</p> <p>Removal of the historic community &amp; existing street names. Fear that new development will seek to wipe out historical names.</p> <p>Block flow of streams and water run-off. Fear of flood areas during intense rainstorms.</p> <p>Removal of significant woods in the Greene Tract</p> <p>Large multi-story housing developments. This takes away from the family feel. (ex. Greenbridge)</p> <p>Mini-mansions</p> <p>Large amounts of artificial lights</p> <p>Suburban sprawl. (Burch Kove, Homestead).</p> <p>3+ floors for housing</p>

## Tools for Action

### A. Zoning



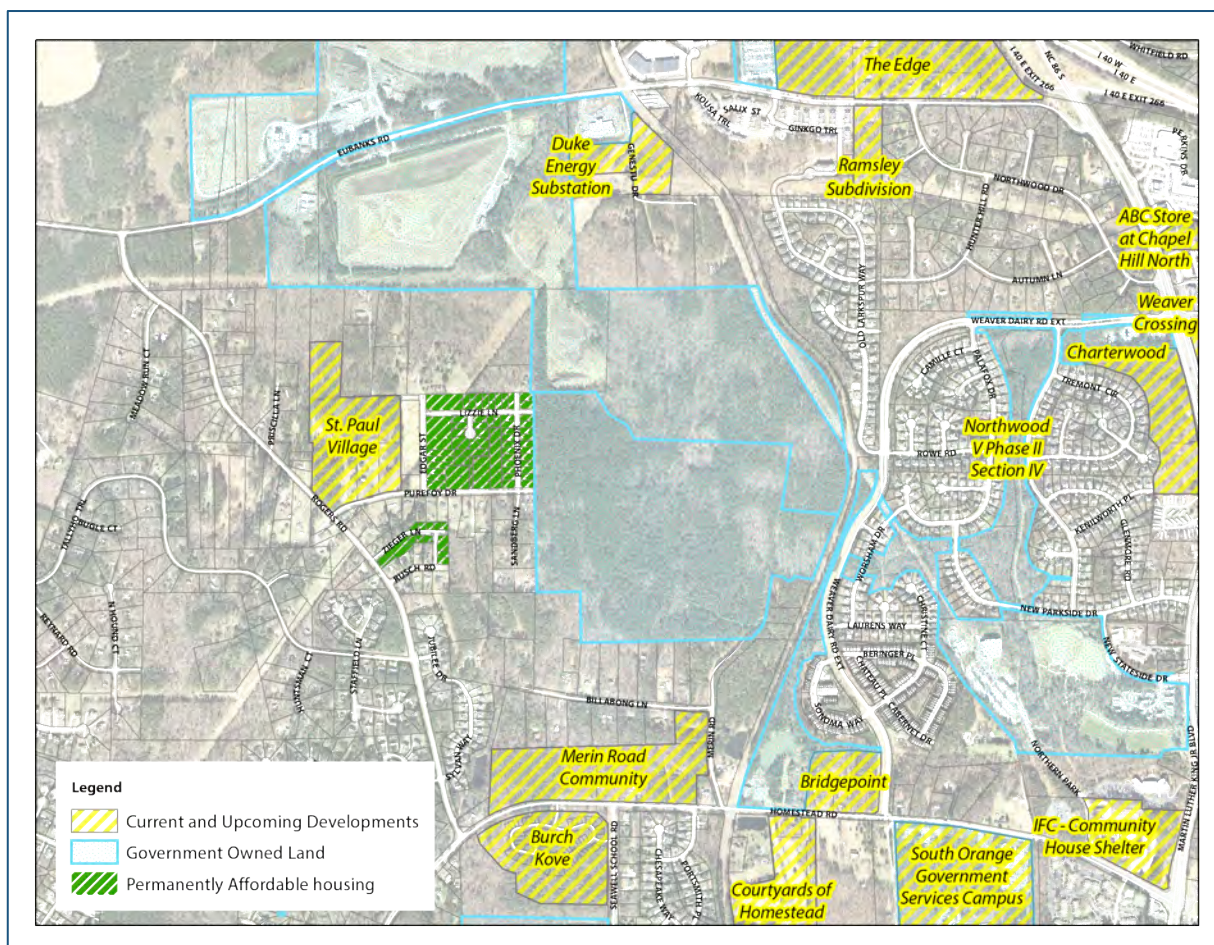
As the map above shows, the Rogers Road neighborhood is mostly zoned Chapel Hill R-1/R-1A or Carrboro RR, zoning classes which allow up to 3 units per acre and lot sizes as low as 17,000 square feet. This existing zoning allows development-by-right of a kind that is potentially inappropriate for the community. The upcoming Merin Road development on the neighborhood's outskirts – which conforms with the density of R-1 but has lower lot sizes – matches pretty well with what residents described as one of their worst fears for new development in the neighborhood (the others being mini-mansions and monolithic mixed-use developments like Greenbridge or Meadowmont). Residential areas should be zoned in a way which imposes more specific limits than R-1 or RR on both square footage and density, (perhaps a minimum lot size of 30,000 square feet) by default, but which increases neighborhood input throughout the development review process and allows for exceptions with the neighborhood's approval. On the Chapel Hill side, this could potentially be done through a Neighborhood Conservation District.



The Greene Tract is currently zoned in a way (RT) which would allow for development matching residents worst fears – in this case an expanded landfill (albeit with a special use permit requirement). Conservation of the Greene Tract will likely need to take place through conservation easements rather than zoning.

## B. Land Use

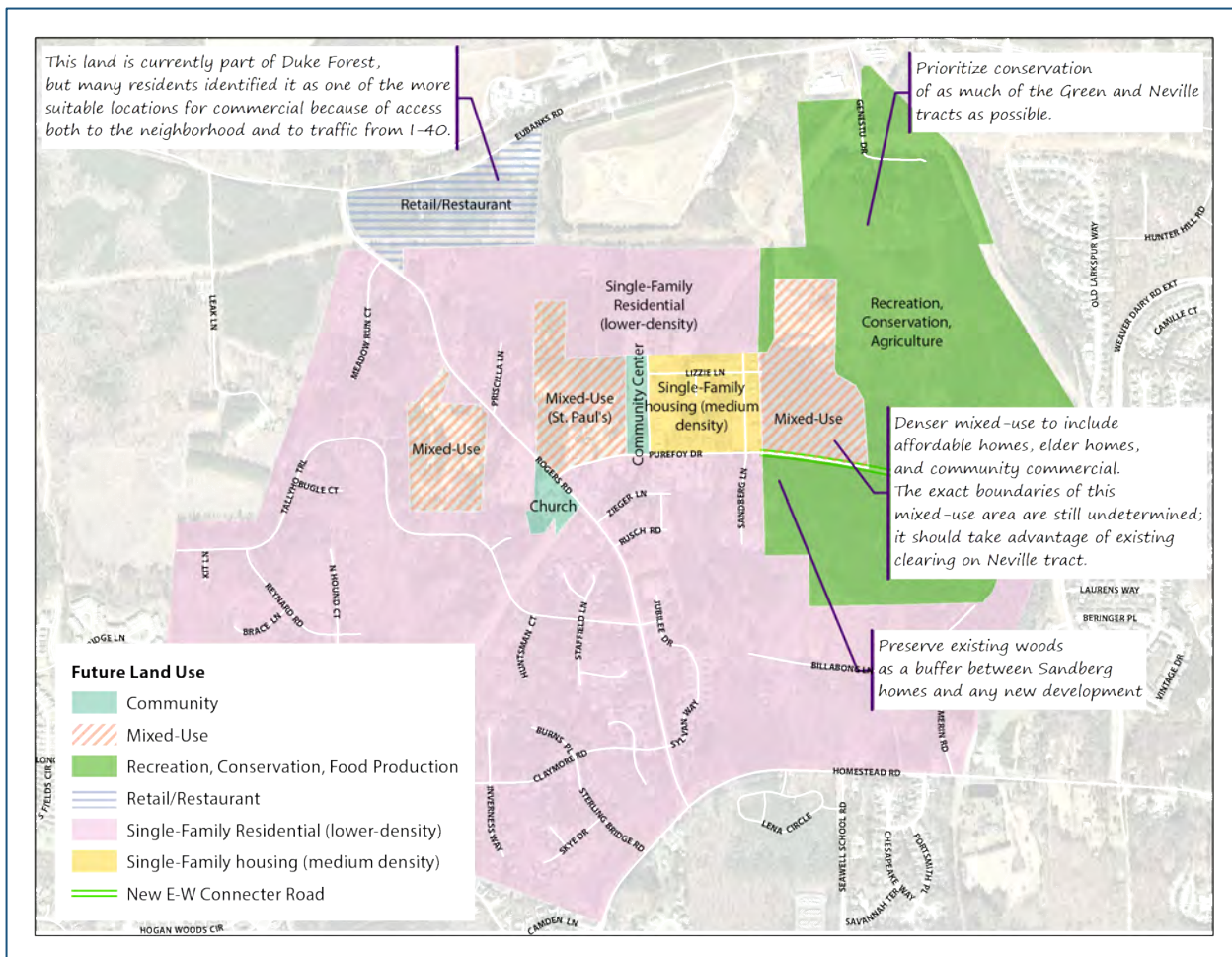
The Rogers Road neighborhood is already surrounded by new development (see map below), and the development pressure will only increase once OWASA finishes providing sewer service. Therefore, one of the main charges of our discussion was identifying place-based desires for future development and land use in the neighborhood. Some of these are discussed in more detail in the Do's and Don'ts section of the report.



It is important to highlight that discussions about future land use and development in the Rogers Road area take place in the context of intense development pressure. In many of our discussions about development, residents framed their comments in terms like “if we have to have new development, then ....” The unfortunate history of Rogers Road is largely a history of development decisions being made for

rather than by the neighborhood's residents, and that legacy makes it hard to have real visionary conversations about what residents want. Probably the most important land use and zoning priority for Rogers Road is not any specific use or zoning class, but strengthening neighborhood decision-making and voice in any new development.

This map highlights future land use classes identified by residents for different areas of the neighborhood, described below in more detail.



### *Low-density residential*

Historically, most of the neighborhood has been low-density single-family residential – lot sizes of 1 acre and above, with most houses below 2,000 square feet. More important than specific lot size, building size and density requirements, however, is that any new residential development in the historic neighborhood preserves the “neighborhood feel.” This means:

- New homes which are affordable for homeowners and/or renters with incomes as low as 40 - 60% of AMI

- Individually-built homes which face the neighborhood and integrate into the existing landscape (rather than subdivisions or pocket neighborhoods)
- Houses which are open to the community, not fenced off

### *Mixed Use (Greene Tract)*

Some residents are opposed to any development on the Greene Tract, whereas others see it as an opportunity for new building which serves the needs of the neighborhoods. In this report, we've identified an area on the western side of the tract, neighboring the existing Phoenix Place development, as the best area for development if the tract is to be developed at all. The Phoenix Place Habitat development, with lot sizes between 7,000 and 7,500 square feet, is the most-densely developed area in the neighborhood, and residents identified that density as about the maximum appropriate density for Greene Tract development as well. Those residents who did support development supported somewhat denser mixed-use development here, incorporating neighborhood commercial, senior housing, affordable housing, and new community spaces to serve neighborhood teenagers and/or seniors.

### *Mixed Use (Buddha, LLC land west of Rogers Road)*

This was another area which was less-controversially identified as a potential site for denser mixed-use development. In contrast to the Greene Tract, where a village center feel would be more appropriate, residents preferred a shopping plaza-style development here, which could incorporate small retail establishments serving the neighborhood (examples include a convenience store, hardware store, barber shop or beauty salon) as well as offices and potentially a police or fire substation. Another option for this area would be a senior housing development.

## C. Design Feel

We used dozens of examples of each development type mentioned in the strategies above from cities and towns around the country, and Unity Board members responded to the “fit” of these examples for Rogers Road. These photographic examples were not meant as development proposals or to get a clear architectural design but to try to understand general vision and feel of what residents meant when discussing “senior housing,” “mixed-use,” and “modest-density affordable housing.” The following few pages show highlighted examples from these discussions.

### *Senior Housing*

Residents expressed the desire to prioritize senior housing throughout the discussions of any future development, particularly affordable, independent units for seniors who hope to age within the community. We showed a set of photographs of a range of senior housing developments across the country, asking which felt like it fit most into the “fabric” of Rogers Road.



A few common themes among the examples that residents thought had the best “fit”: they were single story, independent units that could be attached but opened to the existing community. Several people mentioned the Town of Chapel Hill’s senior housing on South Roberson or Habitat’s senior housing duplexes on Rusch Road as positive examples locally of senior housing of the right scale and design.

### *Generally considered to “fit”*



This example was the most popular, partly because residents overwhelmingly support single-story senior housing. Residents liked the scale, individual units for seniors, small yards and stoops. Some thought it looked too much like public housing, though, and thought a true fit would be better designed

### *Mixed responses*



This photograph had a mixture of responses. Those who liked it mostly commented on the design and scale. Most who did not commented on the institutional look and inward facing courtyard that did not seem to fit in with Rogers Road rural feel.

### *Absolute “NO!”*



Pictures like this one that were multi-story nursing or assisted living facilities were not considered a fit, mostly because of the scale, the institutional look, and the feeling that it didn’t fit as well with the rural feel and independent living most seniors here want to see promoted in the community.

### *Higher Density Residential with Significant Affordable Component*

Affordable homes are an important component of any future development in Rogers Road. But how these are designed, integrated into and connected to the community is critical. Participants responded to photographs of a mixture of mid to higher density residential development that included all or significant percentages of affordable housing as defined by HUD. Discussion about these responses made the following clear:

- Residents are interested in affordable homes, not just affordable housing, and preferred the scale of existing Habitat homes or the photograph on the top below best (1 to 1.5 stories were by far most popular) because they were “family-friendly”
- Any increase in density must still fit into the fabric, and most photographs of planned developments do not fit into the natural feel of the neighborhood
- Most participants did not like the “apartment” feel, and preferred either detached homes or carefully integrated single-story attached units

#### **Generally considered to “fit”**

The photograph of a co-housing development to the right received the most positive “feel” of the more than dozen photographs (just over 60%), mostly because of the scale and better integration of natural surroundings.



#### **Mixed responses**



Half of participants thought the example developments above could fit into the existing community. It seemed this was due more to the right scale of development rather than the actual design, as many commented on the desire for more unique units with more privacy.

### Absolute “NO!”

Pictures like the ones below and to the right received unanimous “no,” again, mostly because of the scale. The examples on the top were considered too suburban and the one on the bottom was considered too urban and institutional.





### *Mixed Use and Retail*

Many participants, though not all, welcomed the idea of Community Commercial/Retail on a few specific sites if economically feasible. While participants expressed a range of opinions on whether this could work, most were interested in the possibility of small-scale retail spaces that were walkable. We explored the meaning of this with a range of photographs of commercial and mixed use. Common themes: 1) No more than 2 stories, 2) 4-6 shops max, 3) integrated into the design fabric of the community

#### **More than 50% considered a “fit”**

The photos below received just a bit more than half of respondents who felt like these examples could fit in, mostly because of the scale and the integration into residential community life.



#### **Mixed responses**

Around 50% found the structures in the photos below could fit in. Comments on the left photograph suggested that the retail spaces were small enough to include a range of options but many did not like the “strip-mall” feel of the parking. The right photo was one of the only mixed-use that did not receive overwhelming “no”, likely because of the smaller scale.



#### **Absolute “NO!”**

Pictures like the below received unanimous dislike: too urban, too large, or too suburban.



## Principles for Future Action

Support a community owned process that the community is “a part of, not the victim of.”

### A. Follow the stipulated priorities for future development

The priorities identified in this report should be considered the platform for development in Rogers Road. Rather than a step-by-step guide to development, this planning process established a guiding list of crisp and clear priorities for the future.

### B. Ensure accountability

One of the main concerns we heard throughout the process was “Even if we do all this work, how are we going to ensure that the powers that be (local governments and developers) will listen?”. Decades of broken promises and countless, so-called community processes have left an accountability gap between the residents of Rogers Road and the Towns and County. Rebuilding trust will come through sustained efforts to increase accountability.

As resident Marian Peppers puts it, “Tell the town to fix it. Just fix it.”

### C. Maintain open and consistent communication

During our process, we learned about a concurrent meeting among campaigning county commissioners regarding future development of the Greene Tract. Neither RENA leaders nor residents were asked for input; their perspectives were not engaged in discussion. This is the kind of failure of coordinated communication processes that leads to breakdown. To ensure planning that is effective for all concerned, residents of Rogers Road should be involved in all related conversations out of the gate. The absence of community members builds further distrust between residents and local municipalities. Conversations involving decision-making bodies would aid in building a bridge of trust between local municipalities and Rogers Road residents, with the ultimate goal of “win-win.” Any future action should reflect direct and immediate integration of perspectives of RENA leaders and residents.

### D. Support Community-First Planning

Community-First planning came through honest and tense dialogue with the long term and historic residents of Rogers Road. The community is dynamic, with diverse opinions that work to create complicated plans. At the end of the process, we could not say with one voice, for example, “Rogers Road wants a small scale commercial development to happen in the Greene Tract.” The process did not, at this stage, produce consensus but it did engage points of view that may otherwise have been buried under external assumptions about “the” community's point of view.



Often, even community-oriented developers justify taking action without more input by saying that community members are tired of more meetings, or don't have time for process. This is simply not the case in the Rogers Road neighborhood. Given appropriate planning for availability and direct communication strategies, residents tirelessly showed up to meeting after meeting, and have been doing so for over 30 years. Needs and desires in the neighborhood are highly contextual, and change over time. This document is testament to the value of inclusive, honest, ongoing dialogue. However, it represents a starting point only for a development process that must continue to engage residents in determining the future of the Historic Rogers Road Neighborhood.

Rogers Road has the necessary resources for effective Community-First planning. The Community Unity Board is expanding. Members have consistently brought over 20 residents to community meetings, and organized in-home conversations with the neighbors on their street. RENA has produced a monthly Baja Newsletter via the work of the RENA interns. Neighbors have been able to articulate their diverse place-based hopes for various potential spaces for development.

The Town of Chapel Hill, the Town of Carrboro, and Orange County have a unique opportunity to proceed on development planning in coordination with residents that will meet municipal, county, and community goals and set a model for development that is directly responsive not only to the history but to the vision of its constituents.

## Appendices

### Appendix A. List of Unity Board Members/Participants

David Bellin* (Tallyho)	Tim Peppers* (Rogers Rd)
David Caldwell* (RENA, Rogers Road)	Carl Purefoy, Sr.* (Purefoy Dr)
Larry Caldwell* (RENA intern, Rusch Rd)	Karen Reid* (Sandberg Ln)
Rose Caldwell* (RENA, Rogers Road)	Jimmy Rogers* (Edgar/Purefoy)
Robert Campbell* (RENA, Purefoy Dr.)	Nancy Rogers* (Edgar/Purefoy)
Sally Council* (Billabong neighborhood)	Shirley Sharpe* (Rogers Road)
Rev. Lisa Fischbeck (Church of the Advocate)	Jeannie Stroud* (Rogers Road)
Jasmine McClain* (RENA intern, Rogers Rd)	Laura Wenzel* (Tallyho neighborhood)
Rev. Thomas Nixon (St. Paul's)	Bishop Ila McMillan* (Faith Tabernacle)
Marion Peppers* (Phoenix Place)	

\*indicates a neighborhood resident

#### List of Additional Participants/Interviewees/Neighborhood Consultants

Larry Reid* (Sandberg)	Lillie Brown* (Rogers Road)
Linda Allen (Rogers Road)	Beverly Ferreiro* (Billabong)
Malwood Revels* (Sandberg)	Georgia Revels* (Sandberg)
Quiana Phillips* (Phoenix Pl)	Leander Stroud* (Rogers Rd)
Ebi Joelin * (Billabong)	Courtney Gray* (Purefoy)
Burnice Hackney (St. Paul)	Tracy Kulhman* (Tallyho)

List of Facilitators

Stephane Barnes-Simms (Jackson Center)	George Barrett (Jackson Center)
Tim Stallmann (Jackson Center)	Hudson Vaughan (Jackson Center)

RENA leaders already mentioned also helped facilitate\*

List of Additional Panelists/Guests:

Mayme Webb-Bledsoe, Duke Durham Partnership	Ebonie Alexander, Black Family Landtrust
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Melanie Allen, NC Conservation Trust

## Appendix B. Glossary of Terms

### **Affordable Homes**

There is a difference between affordable housing and affordable homes, and “homes” is used purposefully here. Affordable homes necessitate a certain quality, wholeness, and connection with the community around them. Rogers Road has been home to generations of residents (indeed, over 80% of residents have historic ties to the community). Whatever new housing is built in the neighborhood must be suited for families (3 bedroom, 2 bath as the primary model, with a smaller model for elder housing) and also be integrated into the fabric of the existing community, ideally attracting and retaining subsequent generations of historic Rogers Road residents. Also, the standards for affordability used in new development should further the existing socio-economic diversity in the neighborhood (including a significant percentage of households earning below 50% AMI) – which will necessitate more careful and creative approaches than the standard 60-80% AMI metric.

### **Community Commercial**

While there are a range of opinions about the presence of retail and commercial generally in the neighborhood, there was strong support for the existence of modest, community commercial spaces that allow for small, local businesses to serve the community. Examples given have included hair salons and barbershops, small ethnic restaurants, hardware store outposts & maker spaces, community health clinics, small outdoor markets, and kiosk-size spaces for short-term use (such as flower shops) to support entrepreneurship. We use the phrasing “community commercial” here to highlight that the goal is to serve the neighborhood, provide employment opportunities, and ensure that affordable commercial space is available long in the future. Meeting those goals will likely necessitate a different model from traditional commercial retail, either involving a nonprofit developer, subsidies, or both.

### **Connectivity**

Connection, in the planning world, is often limited to physical infrastructure. A new subdivision is sometimes considered “connected” if it ties into the main road and has access to Weaver Dairy, for example. The term here means more integration of spaces: connection that is physical, social, and cultural. Connectivity prioritizes historic Rogers Road residents and requires integration of new development into the existing fabric of the community.

### **Conservation**

The undeveloped land in Rogers Road is not vacant; to the contrary it has a wealth of value for residents of Rogers Road and surrounding communities. For generations this land has played an important role as a site for recreation, for fruit orchards, and for contemplation. Conservation on the tract should acknowledge and build on this cultural value without disturbing the rural feel of the area – not creating a sectioned-off or walled-off part of the community, but keeping large portions of these lands open for enjoyment and connection to the natural world, while protecting this special environment.

**Honors history**

Honoring history in tangible ways refers to more than just physical markers, signage, and history exhibits, although these are important. It also means that any development must show alignment with community goals and be something historic Rogers Road residents take pride in.

**Preserves diversity**

To continue to promote and ensure the existing diversity into the future; to further the remarkable socioeconomic and cultural diversity that is already present in Rogers Road.

## Appendix C: Timeline

Timeline of Community Planning Work	
Pre-process interviews and review: In the first month, RENA and the Jackson Center worked together to review past plans, including the Small Area Plan & the various Task Force reports. We devised questions for the planning departments and key stakeholders and completed several small group interviews, to better understand what the gaps were in previous efforts and what common priorities and themes had been identified as starting points for community discussion. We identified leaders from the sub-neighborhoods and other major stakeholders to invite to the Unity Board, and sent out invitations. Unity Board members include neighbors from sub-neighborhoods including Historic Rogers Road, Billabong, TallyHo, Meadow Run, Phoenix Place, Rusch Rd, and Sandberg areas, and leaders from St. Paul, Church of the Advocate, and Faith Tabernacle.	August 15- September 30
Unity Board Meeting 1: The group reviewed the proposed process and charge. We shared visions for the future of Rogers Road 10 years from now and began discussing priorities identified from past planning efforts and what had changed since that time. We had dialogue about the struggle of past processes to move toward implementation and began discussing sets of questions to help this effort move forward comprehensively.	October 8
Unity Board Meeting 2: The group developed a draft of priorities for future development based on the themes from the shared visions and from the previous plans. Three small groups participated in a rotation activity into categories of past priorities, updating them, challenging them, and mapping vision into strategy.	October 22
Unity Board Meeting 3: The group began to geographically map answers to questions set forth from the priorities for future development that began to elaborate on the “what” and “where.”	November 7
Unity Board Meeting 4: The group critiqued the existing work to date, finalized the priorities for any future development, and worked on mapping questions related to the priorities.	November 22

Unity Board Meeting 5: We identified the major parcels of undeveloped land or large tracts with the most likelihood of future development. The group explored hopes and fears specifically for those identified parcels and how it connected with the overall visions for the neighborhood.	January 16
Interviews Round 1: We developed a set of questions for individuals to respond particularly with their hopes and fears related to large undeveloped tracts of land and conducted interviews with participants of the Unity Board.	Jan. 16- Feb. 11
Unity Board Meeting 6: We reviewed all work to date and focused on the points in which there were the most differences in the interviews. We created an outreach plan and an approach to begin moving toward a final strategy document.	February 11
Interviews Round 2: We interviewed additional neighbors from sub-neighborhoods with the questions focused on major areas of undeveloped land and the design feel document, to make sure these conversations were taking place more broadly.	Feb. 11-March 15
Community Panel Discussion: Tools & Strategies. Four organizations - Black Family Land Trust, NC Conservation Trust, The Duke-Durham Partnership, and RENA discussed models and tools historically African American communities have used to influence land use and development; what experiences from across the state might assist Rogers Road in the preservation of its diversity; and what strategies might be used to pursue the priorities laid out by community members. Over 30 neighbors attended.	March 15
Unity Board Meeting 7: We met to review the final draft of the document. Residents gave feedback page by page. At the end of the meeting, residents in attendance decided unanimously to move forward with the document pending suggested changes.	April 26
Unity Board Review: The final draft was distributed to all primary participants for one last round of edits. RENA and the Jackson Center incorporated suggestions and finalized the document.	April 26-May 20

## Appendix D. Meeting Flyer Example



## Preserving the Future of Rogers Rd

# Panel Discussion

- ✓ What models and tools have historically African American communities used to influence land use and development in their communities?
- ✓ What experiences from across the state might assist Rogers Road in the preservation of our diverse neighborhood?
- ✓ What strategies might we use to limit suburban sprawl happening around us?

Come join this discussion in which leaders from across the state of North Carolina will share their experience and engage in a dialogue with neighbors as we work to preserve the future of Rogers Road.

### Panelists:

- ❖ Ebonie Alexander, Executive Director: **Black Family Land Trust**
- ❖ Mayme Webb-Bledsoe, Neighborhood Coordinator: **Duke-Durham Partnership**
- ❖ Melanie Allen, Diversity Program Director: **Conservation Trust for North Carolina**
- ❖ Minister Robert Campbell, **NAACP President & Rogers Road Community Leader**

March 15th at 6 pm, RENA Community Center

Refreshments will be served.

RENA Community Center: 101 Edgar Street, Chapel Hill, NC 27516

919-918-2822



## References

Final Report. Rogers Road Small Area Plan Task Force, 2008.

Historic and Vibrant Rogers Road. Rogers-Eubanks Neighborhood Association and Marian Cheek Jackson Center, 2012.

Rogers Road. Emily Eidenier Pearce in collaboration with Rogers-Eubanks Neighborhood Association, 2008.



# Rogers Road Business Analysis

Prepared for the  
Town of Chapel Hill and the Town of Carrboro

December 12, 2018



## Summary and Conclusions

This study was jointly commissioned by the Town of Chapel Hill and the Town of Carrboro to guide rezoning of the Rogers Road area. This rezoning is part of the implementation of the 2016 community plan whose business-related goals include better access to social and retail services, connecting to living-wage jobs, building space for smaller businesses, and leveraging local skills and leadership.

This study finds that conventional, stand-alone retail development is not feasible here because of limited access, exposure and population density. There are, however, niche opportunities for business development in providing coffee, snacks and convenience items; personal services such as hair styling; home construction and maintenance; and catering and artisanal food production. These goods and services can be provided at the community center, in home-based businesses ("live/work" locations), and in mixed commercial space in the nearby Millhouse Road Enterprise Zone.

These opportunities can be realized with change at three levels which involve differing levels of immediacy, government involvement and funding: community-led initiatives at the community center, zoning changes in and near Rogers Road, and more public investment as resources permit.

Community-led initiatives include installing vending machines to sell snacks and sundries, matching youth and seniors to create ordering services, running an internet cafe, and holding "Makers" classes that engage children in applied learning activities.

Zoning changes include allowing for a large mix of uses at the community center, changing the approach to home-based businesses to enable more live/work situations, and changing the regulations at Millhouse Road Enterprise Zone to allow for a greater variety of uses there, including showrooms, tasting rooms and retail outlets of small producers operating onsite.

The third level, public investment, involves exploring possibilities such as extending sewer and water to more property at Millhouse Rd that will accelerate job-creating development there; paving a trail under the power lines to provide better access to Millhouse Road and stores and restaurants in the Weaver Dairy/ MLK area; and funding construction of a multi-purpose room at the community center or other public space where a cafe or coffee bar could be operated part time. Longer term, converting the nearby rail line into a regional trail will help other parts of north Carrboro and Chapel Hill gain access to learning and work opportunities downtown and at the university.

## **Introduction**

This study examines the potential for retail and business development in the Rogers Road area, and was commissioned by the Town of Chapel Hill and the Town of Carrboro to guide rezoning efforts that implement portions of the 2016 plan prepared by the community. This report identifies four kinds of business opportunities and how best to realize these through community action, zoning and regulation, and public investment. The appendix includes an analysis of the existing retail landscape, a summary of the demographic characteristics of the area, a retail gap analysis, and a profile of selected business centers with various uses that might grow up here or in the Millhouse Road Enterprise Zone. This report was prepared by Business Street, a real estate and economic development consulting firm based on Bainbridge Island, WA.

## **Community Goals for Business Development**

While one goal of the community plan is better access to social and retail services, many if not most of the other business-related goals relate to shaping development to benefit the existing community. The following list paraphrases business-related goals from this plan:

- Connect to key places & one another.
- Leverage job skills & leadership.
- Integrate development with the community.
- Expand the community center.
- Provide space for smaller businesses.
- Connect to living wage jobs.
- Cater to more than one demographic.

Note that "access", "connection" and "community" are key words here, and that "cater(ing) to more than one demographic" can have a two-way meaning: not only avoiding gentrifying development, but building on the diverse needs and strengths of the larger community that lives near Rogers Road.

## **Opportunities**

Conventional, stand-alone retail or commercial development is not feasible on or near Rogers Road. There is simply not a large-enough population base here now or with anticipated levels of new development, and compared to other retail areas in the Chapel Hill/ Carrboro area, this area lacks access and exposure<sup>1</sup>. However, there are four kinds of business opportunities which can be located in alternative settings, such as the home or in nearby business parks. These opportunities include:

**1. Coffee, Snacks and Convenience Items.** A number of latchkey children in the area do not have access to snacks after school, some households do not have a car for shopping, and various residents lack internet service or do not shop online. There are various ways to address these needs, including the installation of vending machines at the community center that sell snacks and convenience items, matching children with adults to use computers at the community center to place online orders,

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<sup>1</sup> See the appendix for the analysis of retail demand. It is possible that some retail-related uses may be supportable in the Millhouse Road Enterprise Zone if enough artisanal manufacturers and other service business locate there and open show rooms, tasting rooms or retail outlets. There are already a Crossfit studio and gymnastics center in that area that draw consumer use almost every day.

and, with increased community space and use of that space, operating a part-time cafe or coffee bar there.

**2. Personal Services.** There are about 3500 people living within a five-minute drive of the community center, many of them in households with substantial disposable income. In-home businesses could cater to their need for hair care and styling, pet care, personal training, and household management.

**3. Housing Construction and Maintenance.** Many if not most of the landscape and construction companies serving the area drive into the area from other towns such as Durham and Cary where rents for commercial space are lower. These services could be provided by local companies operating out of their owner's homes or in business space at Millhouse Road.

**4. Catering and Artisanal Food Production.** Most educated communities like Chapel Hill and Carrboro have a large base of small companies catering to "locavore" tastes. Because of the shortage of commercial space, Chapel Hill and Carrboro do not. There is already a cooking school in one local household, however, and if the zoning for home-based and live/work uses were relaxed, more such businesses would spring up locally. Those that became really successful could expand at Millhouse Road. Exhibit 12 in the appendix contains details on two business areas in Raleigh near Atlantic Road and off Whittaker Mill Rd. where some of these types of businesses have located.



*Clockwise from upper left, local opportunities for business development that serve the local community include vending snacks and sundries at the community center, providing personal services like hair care in home-based businesses ("live/work"), providing catering services and producing food and drink at the artisanal scale, and providing home construction and maintenance services to the many affluent households in surrounding areas.*



## **Development Strategy**

In "Mapping Our Community's Future", the community stated its hope that that plan would "not (be) another plan shelved for people to reference."<sup>2</sup> Here are three levels of action for realizing these business opportunities that involve differing levels of immediacy, government involvement and funding. Some of these are low-cost and immediate, and others require more multiple sources of financing.

**1. Leveraging the Community Center.** Most commercial development is anchored by an activity generator such as a supermarket, a collection of restaurants, or a major employer. Here the community center can be that anchor, and incremental changes can build use of that center that eventually lead to opening of a part-time cafe there<sup>3</sup>. The community center can also be a place that draws people of different backgrounds together and that engages children and youth in hands-on learning that prepares them for work in the 21st century economy. Some of the more entrepreneurial youth might start an online ordering service for people who do not have internet access or who are reluctant to buy online, with the goods delivered to an Amazon Locker there<sup>4</sup>.

The starting point for this is "Makers" activities and the creation of an internet cafe that will draw children not only from the historically African American neighborhood and Habitat for Humanity subdivisions, but the newer, larger housing off Tallyho Trail, Claymore Road and Sylvan Way. Candy bars and snacks sold in vending machines may get them to bike there, but hands-on projects will keep them there, and working together. There are about 500 children in the greater Rogers Road area. With enough volume of use, this can become a place that connects people across generations and neighborhoods.



*An internet cafe will identify more computer-savvy children interested in working with their elders to place online orders that can then either be delivered to the doorstep, to an Amazon "Locker" at the community center, or picked up at nearby supermarkets. Makers classes will engage youth who can then intern or work part-time in nearby live/work businesses, at Millhouse Road, or downtown and at the university.*

<sup>2</sup> Marian Cheeks Jackson Center, "Mapping Our Community's Future", page 6.

<sup>3</sup> A cafe or snack bar will not be feasible until there is a much higher level of activity, which in turn, will require program and facility expansion. Longer term, it is possible that a commercial kitchen could be opened that both serves the community and is rented out for catering or the production of artisanal foods. That kitchen would require substantial construction and equipment.

<sup>4</sup> For more on this, see the appendix section on alternative formats and Exhibit 10. There is now an Amazon Locker at the Whole Foods store off Hwy. 15-501.

**2. Regulatory Changes.** Zoning changes should focus on enabling this expanded use of the community center, more home-based business, and more rapid development of the Millhouse Road Enterprise Zone.

According to the community plan, "Mapping Our Community's Future", the Rogers Road area has a wealth of talent, including construction and engineering expertise. More and more people are working as contractors in the "gig economy", and today the larger Rogers Road area is probably already home to professionals working at a desk and screen developing software, writing, or doing video editing. With enabling zoning, this in-home employment can be expanded to include more hands-on, tangible, and face-to-face work, including hair dressing, chiropractic medicine, counseling, personal training, cabinet making, catering, machining, fabrication, materials testing, and artisanal production. If there are more interesting in-home business nearby, there will also be more opportunities for youth to be mentored and to work at part-time jobs that lead to interesting and rewarding careers.



*At this live/work loft on Bainbridge Island, the entire ground floor can be given over to work use. This building is located in a semi-rural area very like that around Rogers Road.*

Encouraging the growth of in-home business may require a change in the basic approach to zoning uses, from prescribing which uses are allowed and what percentage of a home they can be, to proscribing or limiting un-neighborly effects<sup>5</sup>. It may be possible to accomplish much of this with occupancy permits<sup>6</sup>.

Besides the community center, there are two other areas that deserve special zoning treatment. One of these is the Buddha LLC property west of Rogers Road, where there is opportunity to make creative and live/work uses a basic part of the development and identity of the property<sup>7</sup>. The other is the Millhouse Road Enterprise Zone, where looser zoning requirements could permit a greater variety of uses. At the latter, some uses now considered "ancillary" should be considered "primary"<sup>8</sup>.

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- 5 These effects could include the sound of a router being used late at night, a large semi-trailer truck making noise as it delivers goods in early morning, employee and customer parking spilling over into roadways, dust or the smell of resin drifting over the neighborhood, or the unsightly storage of vehicles or materials. The use of the word "reasonable" in business and zoning regulations would give staff discretion in regulating this activity.
  - 6 Occupancy permits, which run with the business rather than the land, are generally easier to stipulate, enforce and revise.
  - 7 The Buddha LLC property would probably support the development of 5000 to 10,000 square feet of centralized studio and workshop space, if this is part of a larger residential development for which design and artisanal production are major themes.
  - 8 While zoning for the Millhouse Road Enterprise Area has recently been amended, there are still certain restrictions that make it difficult to develop space for or operate the variety of businesses that might otherwise go in there and provide work opportunities for Rogers Road residents. Current zoning should be tested against the uses shown in Exhibits 11, 12 and 13 to determine what additional changes may be necessary.

**3. New Investment and Development.** Simply intensifying the use of the community center and the zoning in the area will not be enough to meet the community's goals for access, connection and business development. This will also take public and private investment.

To really attract frequent use, particularly at a level that will support a part-time cafe or coffee cart, the community will need a multi-purpose room that can be used day to day, for exercise and yoga classes, children's games, and youth sports. These kinds of activity will cut across local differences in age, race and income and bring people with diverse skills and needs together.

Second, local government needs to extend sewer and water service to more property in the Millhouse Road area if it wants to accelerate development there and provide more job opportunities. The prospects for development should not depend on the plans of just a handful of owners.

Third, there need to be stronger connections to nearby employment and retail areas. One obvious improvement is a paved trail under the Duke Power lines<sup>9</sup>. Another, longer term, is converting the rail line to a regional trail that connects not just this neighborhood but all areas of north Chapel Hill to the downtown and university. These improvements will benefit not only Rogers Road area but the Chapel Hill/ Carrboro area as a whole<sup>10</sup>.



*Larry's Coffee (above left), is an example of an artisanal producer that sells regionally yet operates out of a small industrial building near Pershing Road about a mile north of downtown Raleigh. The photo at right shows how close the RENA Community center would be to work opportunities in the Millhouse area and to the Weaver Dairy/ MLK retail area if there was a paved trail under the power lines.*

<sup>9</sup> There are a variety of possible financing sources for these improvements. State government and foundation grants helped fund the Riverwalk in Hillsborough.

<sup>10</sup> The economic development strategy for Chapel Hill assumes that the town will "take its place on the map as a worldwide center of research and development". Many if not most of its competitors, including places like Boulder and Palo Alto, have such regional trails, which help brand them as sustainable communities with green infrastructure.



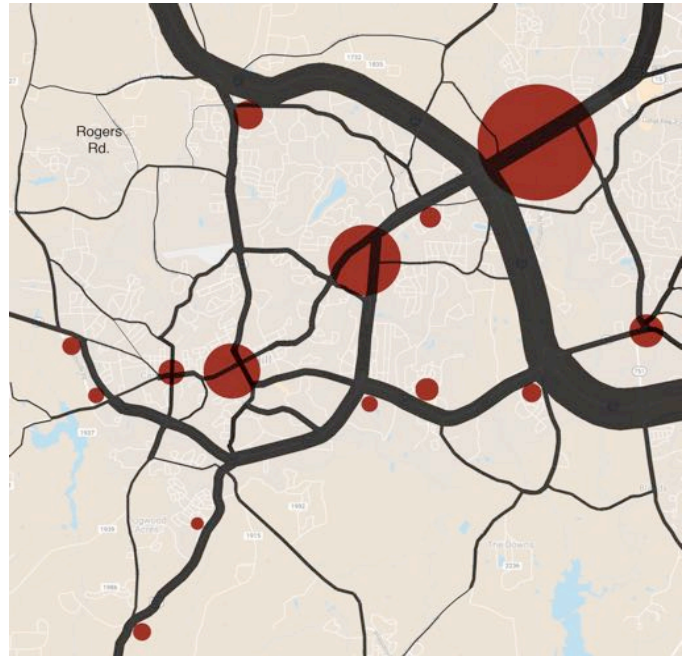
## Appendix 1: Business Analysis

### The Retail Landscape

The greater Chapel Hill/ Carrboro area includes a total of about four million square feet of retail space in more than a dozen local subareas. The largest single subarea is New Hope<sup>11</sup>, where most of the big box stores are located. Downtown Chapel Hill is now, primarily, a regional dining and entertainment center, and area residents do more of their day-to-day and weekly shopping in the Ephesus Church/ University Place triangle bound by Estes Dr., East Franklin St. and Fordham Blvd. This and most of the other shopping areas in the greater Chapel Hill/ Carrboro area, including downtown Carrboro, are anchored by supermarkets. The Weaver Dairy/ MLK area is one of the larger of these areas. It is anchored by not just one but two supermarkets (Food Lion and Harris Teeter), as well as a cinema and a large concentration of medical office space.

Access and exposure are important to retail anywhere, but are particularly important in Chapel Hill and Carrboro, where two out of three working adults commute to jobs elsewhere in the region, and frequently shop on the way home. This has tended to pull the center of gravity for retail to the east. This can be seen in the map at right<sup>12</sup>.

Access and exposure are becoming even more important as people change the way they shop, particularly at food stores, which have traditionally been the anchor for most local retail development. Thirty years ago, 88 percent of all food sales went to local grocery stores, and few shoppers went beyond their neighborhood to make food purchases. A study by one retail consulting firm<sup>13</sup> estimates that by 2021 traditional supermarkets like Food Lion and Harris Teeter will have less than a third of all food sales, with the other two-thirds going to super centers like Walmart, fresh format stores like Whole Foods, drugstores like Walgreens, and convenience stores like Speedway. Exhibit 2 shows different types of stores now selling food in the Research Triangle, all of which offer competition for new retail at Rogers Road. There is now so much competition in food sales that one national retail expert, David Livingston, has predicted that the Food Lion chain may close<sup>14</sup>. The opening of the new Wegman's on Hwy. 15-501



*This map shows retail areas and major roadways in the greater Chapel Hill/ Carrboro area. The size of the red circles is proportionate to the total retail floor area in each retail area, while the width of the black lines is proportionate to the average daily traffic volume on those roadways.*

<sup>11</sup> Which is technically in Durham, but effectively part of the local market area.

<sup>12</sup> Exhibit 1 provide more exact detail on the size and location of these retail areas.

<sup>13</sup> Inmar Willard Willard Bishop, "2017, Future of Food Retailing".

<sup>14</sup> Two years ago Livingstone also predicted that Save-A-Lot and Bi-Lo/Winn Dixie would close. They did so last year.

may lead to the closure of some other local supermarkets, creating vacancies in existing retail areas that they now anchor<sup>15</sup>.

The other big change in retailing is the high growth of online shopping. In the last 12 months this has contributed to the closure of thousands of big box stores nationwide, and now online ordering is affecting daily and weekly food purchases, especially as major retailers like Walmart and amazon/ Whole Foods try to move more ordering on line. Walmart has already opened pickup locations for electronic orders in the parking lots of various stores in the Research Triangle, and Amazon is offering online discounts to shoppers who pick up their food at Whole Foods<sup>16</sup>. Rogers Road residents who do not have ready access to a car or the internet will not be able to participate in these changes.

## **Demographic and Lifestyle Profiles**

There are about 1000 people living off Rogers Road in about 340 houses that are largely owner-occupied. Exhibit 6 shows that there are about 60 houses in the historically African American neighborhood, about 70 are in Habitat for Humanity subdivisions, and about 210 in subdivisions off Tallyho Trail, Claymore Road and Sylvan Way.

According to a survey of area residents carried out by the Marian Cheek Jackson Center in 2014, about 60% or about 36 of the houses in the historically African American neighborhood are still occupied by African Americans. A number of those households have several generations living under one roof. The majority of households have median incomes that are less than half the U.S. average, and another third make less than 80% of the U.S. average.

According to Rose Caldwell, office manager of the RENA Community Center, the Habitat for Humanity subdivisions include a number of Asian and Hispanic families. Discussions with Habitat for Humanity staff indicate that their household income is probably comparable to that of the historically African American households. Because most families in those subdivisions have owned their houses for far less time, however, fewer of those households have paid off their mortgages. Their income after mortgage payments is probably lower.

In contrast, many of the households living off Tallyho Trail, Claymore Road, and Sylvan Way have household incomes about twice the U.S. average. Seven out of eight adults in these households have bachelors or masters degrees, and most are professionals, business owners and high-level managers. Many if not most of the families have children in middle school, high school or college<sup>17</sup>. These households have notably high spending on travel, dining, and education<sup>18</sup>.

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15 Exhibits 3 and 4 show that the Chapel Hill/ Carrboro area has twice as much food sales space per capita as the region as a whole. The region itself is so competitive for food sales that last year 14 relatively new Kroger stores closed down. Exhibit 5 shows where these anchoring food stores are located now.

16 It is quite possible that if the Food Lion at Timberlyne were to close, Walmart might rent this location and install one of its smaller format "Neighborhood Markets" here, simply to have a local pickup location for online orders placed by nearby residents.

17 Because the houses on these streets are older than those in the Habitat for Humanity subdivisions, it is likely that a number of the families are older, with more children in high school, college or grown and left.

18 Exhibit 7 shows the areas within a 5.0 minute and 7.5 minute drive of the RENA Center, while Exhibit 8 includes detail on the demographic characteristics of households in those areas. There is not the same level of demographic detail available at the 2.5-minute level or on the historically African American community because the U.S. Census service does not disclose information for neighborhoods or blocks this small. Much of the Habitat for Humanity housing was

This combined population of about 1000 people living off Rogers Road is not enough to support local retail, since it takes more than 10,000 to support a supermarket, and about 4500 for even a sandwich or pizza shop. This analysis therefore looked at the population within a five-minute and a 7.5-minute drive of the RENA Community Center. Exhibit 7 shows what areas can be reached in these drive times, while Exhibit 8 shows the demographic characteristics of those drive sheds. The characteristics of households within a five-minute drive of the RENA Center area essentially similar to those off Tallyho Trail, Claymore Road and Sylvan Way, while those living in the 7.5 minute drive shed include more renters, young people and room-mate situations. It would be difficult to attract many of those living 7.5 minutes away to come to new retail on Rogers Road since many of the area's existing retail areas would be more convenient to reach.

### **Gap Analysis**

Exhibit 9 shows the gap between demand and supply for different retail categories, and the types of locations where most of the spending now goes. As is true for most smaller neighborhoods, most of the spending goes to larger retail areas. In this area, gas stations and convenience stores along MLK intercept some of the sales that would otherwise go to stores at Weaver Dairy/ MLK or to the south and east. Because of the spending power and characteristics of households in the larger Rogers Road area, there are niche business opportunities for offering coffee, snacks and convenience items at the community center; in providing personal services such as hair styling, chiropractic medicine and training; in providing home construction and maintenance to local residents; and in catering and the artisanal production of craft food and drink.

### **Alternative Retail Formats**

Exhibit 10 shows an example of an Amazon Locker location. This is one way that purchasing can be made easier for neighborhood residents. Many more affluent households pay \$120 per year for an Amazon Prime membership, which entitles them to unlimited free delivery, but this amount is beyond the spending capability of many low-income households. Amazon now has a program in which it discounts the annual cost of Amazon Prime membership to \$59 for EBT-card holders. Amazon also has another program called "Hub By Amazon" which has lockers which will accept packages from all shippers, but that program is designed for large apartment complexes, and the lockers must be owned by a private entity.

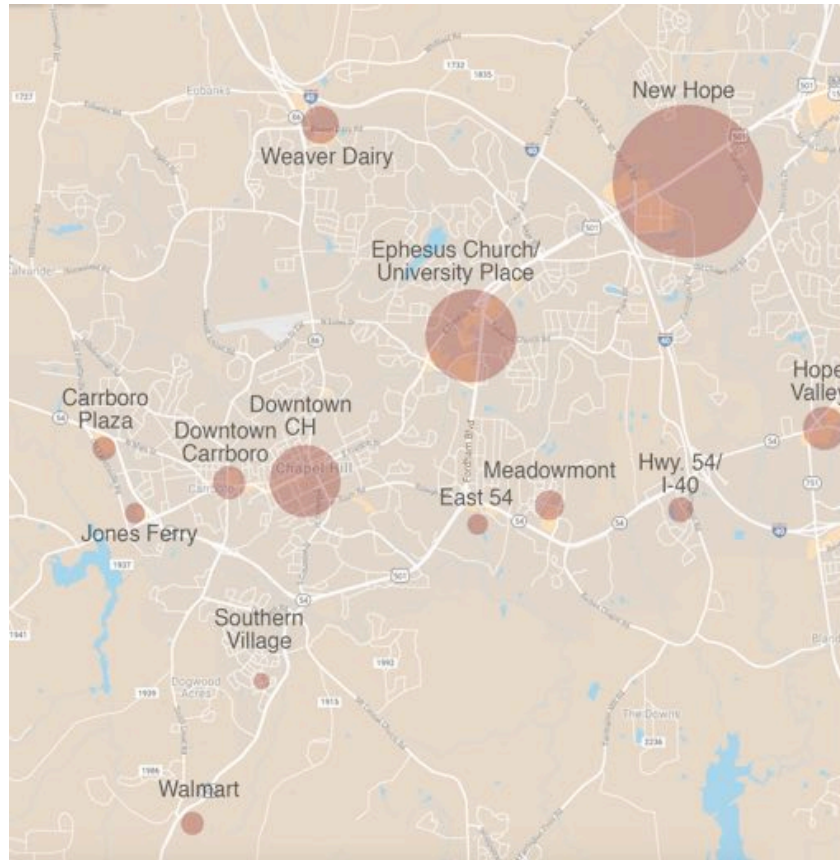
### **Selected Work Districts**

This report has focused on home-based business opportunities in the Rogers Road area, but, immediately outside this area, land at Millhouse Road has also been zoned for work, for which there are a limited number of allowed uses. Exhibits 11 and 12 map and provide details on work districts in the region that could be a partial model for what can be developed at Millhouse Road. The three examples in Hillsborough and Durham were selected because they have rural locations comparable to that of Millhouse Road. The two examples in Raleigh were selected because they have design, artisanal and retail uses which might be attracted to Millhouse Road. Exhibit 13 provides a photographic example from Bainbridge Island, WA of a business park there a number of artisanal and consumer uses. Note that all of those uses are front-loaded, an approach prohibited at Millhouse Road.

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built after the last census, and there is no published information on those households either.

## Exhibit 1: Retail Areas in the Greater Chapel Hill/ Carrboro Area



<u>Location</u>	<u>Size (sf)</u>	<u>Share</u>
New Hope	1,185,000	30%
Ephesus Church/University Place	680,000	17%
Downtown Chapel Hill	670,000	17%
Hope Valley	290,000	7%
Weaver Dairy/ MLK	270,000	7%
Downtown Carrboro	190,000	5%
Walmart	120,000	3%
Meadowmont	115,000	3%
Carrboro Plaza	105,000	3%
Hwy 54/ I-40	80,000	2%
East 54	75,000	2%
Jones Ferry	65,000	2%
<u>Southern Village</u>	<u>65,000</u>	<u>2%</u>
Total	3,910,000	100%

Source: Business Street tally of building sizes in each area using Google Maps measurement tools.



Exhibit 2:  
A Crowded World of Food Stores:  
Different Food Sellers in the Region



### Exhibit 3: Size and Market Share of Food Chains in the Region

<u>Chain</u>	<u>Locations</u>	<u>Avg. Store Size</u>	<u>Total Store Area</u>	<u>Sales Per SF</u>	<u>Total Regional Sales</u>	<u>Share of Regional Sales</u>
Harris Teeter	19	46,000	874,000	\$500	\$437,000,000	18%
Walmart Super Ctr.	11	50,000	550,000	700	385,000,000	16%
BJ's	5	70,000	350,000	850	297,500,000	12%
Whole Foods	7	37,000	256,000	900	230,400,000	9%
Food Lion	19	34,000	646,000	325	209,950,000	8%
Sam's Club	4	70,000	280,000	600	168,000,000	7%
Costco	2	70,000	140,000	1000	140,000,000	6%
Publix	4	46,000	184,000	550	101,200,000	4%
Wegmans	1	100,000	130,000	650	84,500,000	3%
Trader Joe's	3	16,000	48,000	1750	84,000,000	3%
Aldi	7	16,000	112,000	675	75,600,000	3%
Target	10	25,000	250,000	300	75,000,000	3%
Fresh Markets	5	18,000	90,000	700	63,000,000	3%
Lidl	2	34,000	68,000	550	37,400,000	2%
Misc.	5	20,000	100,000	300	30,000,000	1%
Compare Foods	3	25,000	75,000	300	22,500,000	1%
Weaver Street	3	12,000	37,000	500	18,500,000	1%
Sprouts	1	25,000	25,000	600	15,000,000	1%
Total or average	111	714,000	4,215,000	\$587	\$2,474,550,000	100%

#### Estimated Population, 2018

Wake County	1,024,000
Durham County	301,000
<u>Orange County</u>	<u>141,000</u>
Total	1,466,000

Store area per person                      2.9 square feet

Source: Business Street count of store locations in the region. Average store size based on sample of significant number of locations for each chain. Sales estimates per square foot taken from multiple online articles.

### Exhibit 4: Size and Location of Major Food Stores in the Chapel Hill/ Carrboro Area

<u>Store</u>	<u>Location</u>	<u>Size</u>
Food Lion	N.W. Carrboro	33,300
Food Lion	Carrboro Plaza	46,500
Food Lion	Ephesus Church/ U.P.	30,000
Food Lion	Weaver Dairy	32,900
Fresh Market	East 54	28,400
Harris Teeter	Downtown Carrboro	34,700
Harris Teeter	Ephesus Church/ U.P.	36,400
Harris Teeter	Meadowmont	45,100
Harris Teeter	Weaver Dairy	46,600
Target	Franklin St.	5,000
Trader Joes	Ephesus Church/ U.P.	13,000
Walmart	New Hope	50,000
Walmart	S. 501	50,000
Weaver St. Market	Downtown Carrboro	13,500
Weaver St. Market	Southern Village	12,700
Wegman's	Hwy. 15-501	100,000
<u>Whole Foods</u>	<u>Ephesus Church/ U.P.</u>	<u>41,000</u>
Total		619,100
Number of local residents		115,000
Square feet per capita in the greater Chapel Hill/ Carrboro area		5.4
Square feet per capita in the Research Triangle region		2.9
Percent by which local exceeds regional average		87%

Source: Business Street analysis using Google Maps planimetric functions.  
Population estimate provided by Triangle J Council of Governments.

Exhibit 5:  
Supermarkets in the Chapel Hill/ Carrboro Area





Exhibit 6:  
Different Types of Housing and Households  
in the Rogers Road Area

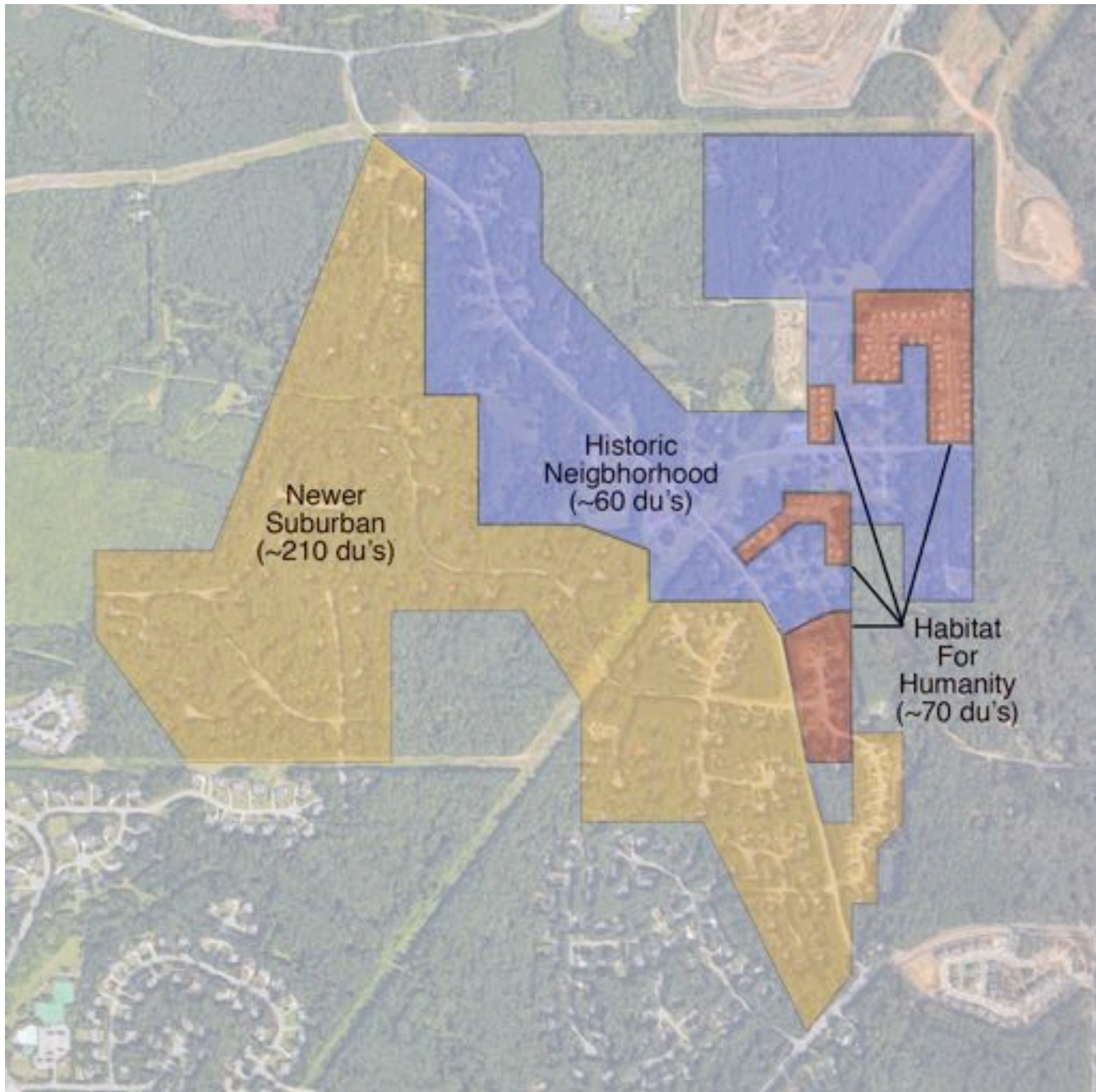
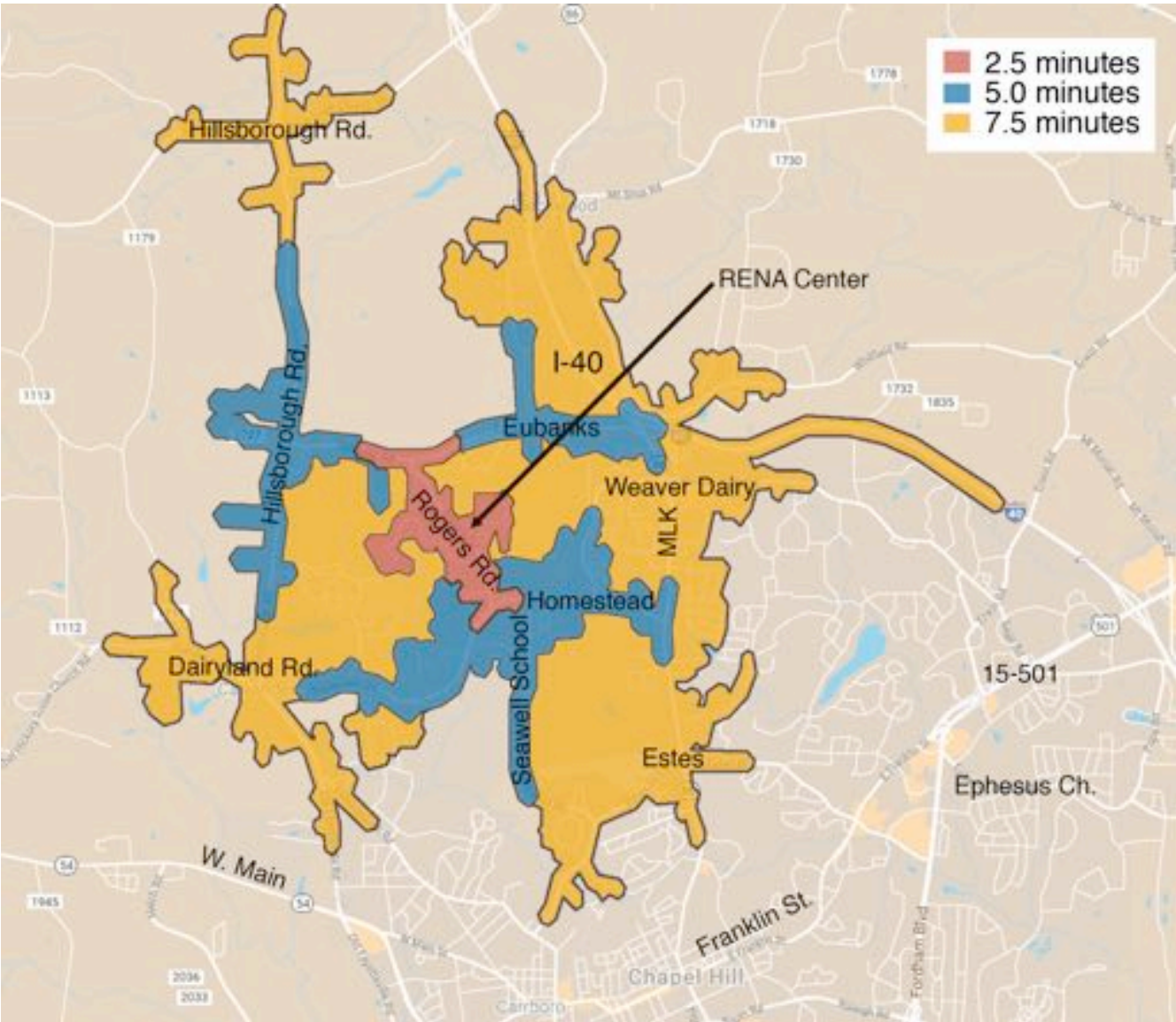


Exhibit 7:  
Drive Sheds from the RENA Community Center



## Exhibit 8: Demographic Characteristics of Households in Local Drive Sheds

	<u>5.0 mins</u>	<u>7.5 mins</u>
Population	3,462	14,128
Households	1,118	5,020
Ownership/ Rental		
Owner-occupied housing	82%	66%
Rental housing	15%	31%
Age		
Median age (years)	38.2	35.3
Married	63%	54%
Households with children	60%	42%
Non-family households	6%	18%
Population <15	25%	22%
Population 15-24	14%	18%
Population > 65	9%	10%
Education and Income		
Median household income	\$141,675	\$97,494
HH income <\$50,000	16%	32%
HH income >\$100,000	68%	49%
BA or master's degree	83%	79%
Professional	52%	52%
Services	8%	13%
Blue collar	7%	5%
Race		
Caucasian	65%	64%
African American	7%	8%
Asian	22%	21%
Spending Index		
Apparel and Services	196	157
Education	215	177
Entertainment and recreation	189	150
Food at home	176	145
Food away from home	191	156
Health care	179	140
Household furnishings	195	154
Personal care	195	154
Shelter	184	153
Support payments	193	151
Travel	209	160
Vehicle maintenance	181	148

Source: ESRI Community Profile, using RENA Center as starting point.

## Exhibit 9: Gap Analysis for Local Goods and Services

	<u>5.0 Minutes</u>	<u>7.5 Minutes</u>	<u>Typical Setting</u>
Population	3,462	14,128	
<u>Retail Gap</u>			
Motor Vehicles and Auto Parts	14,648,685	52,064,344	
Automobile dealers	11,971,052	42,585,308	Southpoint
Other vehicle dealers	1,208,294	4,201,479	
Auto parts	1,469,340	5,277,558	Major arterials
Furniture and Furnishings	2,708,433	9,680,897	
Furniture	1,744,656	6,219,944	Major arterials, Macy's, Ikea
Furnishings	963,777	3,511,584	mall and main streets
Electronics and Appliances	2,203,097	6,848,141	On-line, Best Buy, Apple store
Building Materials and Garden	4,389,972	15,206,066	
Building Materials	4,099,553	14,655,648	Regional lumber yards
Garden	328,810	550,481	Lowes, Home Depot, specialty garden centers
Food and Beverage	11,686,435	2,310,115	
Grocery stores	10,794,227	712,885	Harris Teeter, Walmart, Walgreens, Whole Foods.
Specialty food	429,372	734,653	Trader Joe's, specialty stores in upscale locations
Beer, wine and liquor stores	462,837	862,577	ABC store, bottle shops on main streets
Health and Personal Care	4,114,562	4,838,866	Drugstores, beauty supplies, nutrition stores.
Gas Stations	6,899,486	12,150,970	Major arterials
Clothing and Accessories	3,634,141	11,771,473	
Clothing	2,329,684	7,120,039	Major malls, big box stores like Marshalls.
Shoes	576,473	2,033,345	Major malls, sporting goods stores.
Jewelry and luggage	727,984	2,618,088	Major malls, big box stores like Marshalls.
Sporting Goods, Books, Music	1,962,714	5,828,920	
Sporting Goods, Hobby	1,660,364	5,650,598	Big box stores on major arterials
Book and Music	302,349	1,111,728	Malls, specialty stores on upscale main streets.
General Merchandise	11,806,113	41,909,406	
Department Stores	8,685,742	31,096,942	Major malls, big box stores like Target
Other general merchandise	3,120,371	10,812,464	
Miscellaneous	2,706,384	6,617,499	
Florists	68,835	-35,432	Supermarkets and flower stores on upscale main streets.
Office supplies, gifts	664,656	1,984,783	Big box stores on major arterials
Used merchandise	382,673	562,798	Goodwill stores
Other miscellaneous	1,702,054	4,105,351	
Restaurants, Bars and Cafes	7,236,486	20,094,223	
Specialty food service	75,792	262,135	Hospitals, research centers, corporate complexes.
Bars	602,747	2,132,835	Main streets and shopping centers.
Restaurants and cafes	6,557,767	17,703,677	Everywhere

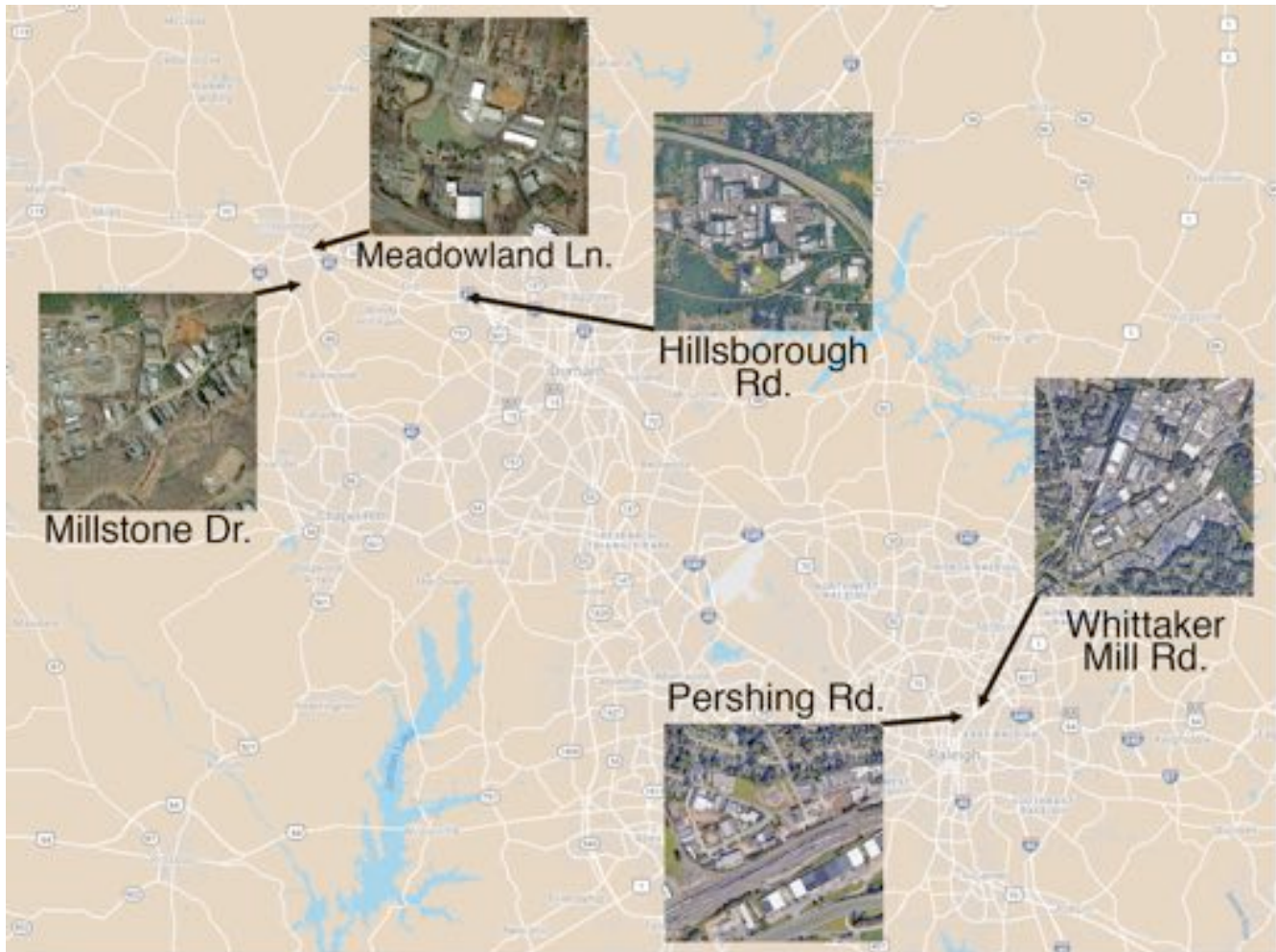
Source: ESRI Retail Marketplace Profile, with RENA Community Center as epicenter.



Exhibit 10:  
Example of an Amazon Locker Location



**Exhibit 11:  
Selected Work Districts  
in the Research Triangle**



## Exhibit 12: Characteristics of Selected Business Centers in the Research Triangle<sup>19</sup>

***Name, Location and Form:******Uses:***

<p><u><b>Atlantic Ave., Raleigh</b></u> Industrial area with large mill buildings, warehouses from the 1950's and 60s, newer flex/ retail space, and recent mill rehab. The area is changing from traditional manufacturing and distribution use towards sale of consumer and professional goods and services.</p>	<p>Three craft breweries, cafe, co-working space, furniture store, wine distributor, lighting store, hair salon, wholesale florist, fitness center, exercise equipment store, leather goods, millwork co., cabinetmakers, two hardware stores, two musical instrument stores,, HVAC co.'s, event center and caterers, wine wholesaler, flooring co., embroidering and business promotion products, specialty camera store, vocational rehab, commercial printers, art gallery, export/ import, gun wholesaler, appliance parts.</p>
<p><u><b>Hillsborough Road, Durham</b></u> An older collection of individual business parks developed in the 1960s and 1970s near the intersection of Hillsborough and I-85. Buildings appear to be about 85 to 90% occupied, although there is deferred maintenance and rents are probably lower than in newer industrial districts closer to RDU.</p>	<p>Gymnastics studio, dialysis center, mini storage, wine distributor, equipment rentals, auto and truck repair, telecom networking installer, sheetmetal co., furniture distributor, landscape supply, body shop, nut roasting, HVAC installer, kennel, exterminator, fitness center, vocational rehab, financial advisors.</p>
<p><u><b>Meadowland Lane, Hillsborough</b></u> A 2000s era business park on Hwy 70 east of central Hillsborough that has become the town's premium location for offices and businesses. The park is extensively landscaped, with a central loop surrounding a lake. Most of the sites are developed and fully occupied.</p>	<p>Orange County Sportsplex. professional offices, nursing home, sex toy headquarters and distribution, veterinary clinic, doctors offices, coffee wholesaler, printing and embroidery shop, church, Orange Co. emergency services center, promotional products, charter school, electrical supplier.</p>
<p><u><b>Millstone Drive, Hillsborough</b></u> A 1980s to 90s business park with a serpentine road running between Old and new NC 86 bordered by a mix of professional office buildings and warehouse buildings with offices at the front. The park is full and one of the two main business and service centers outside the downtown.</p>	<p>Montessori school, dance and gymnastics studio, veterinary clinic, T-shirt printer, millwork company, church, yoga studio, HVAC contractor, formalwear outlet, guitar maker, event company, machining company, professional offices.</p>
<p><u><b>Pershing, Raleigh</b></u> An older, post WW I, rail-oriented industrial area 1.5 miles north of downtown Raleigh, on the edge of the rapidly gentrifying "East Five Points" neighborhood. The area is rough, but attracting design and artisanal production companies.</p>	<p>Coffee roaster, wholesaler and retail outlet, construction companies, auto and truck repair, cement plant, embroidery and commercial promotional products, brewery, furniture sales, printer, commercial lighting, plumber, office equipment, construction companies.</p>

<sup>19</sup> These districts were chosen based on their comparability to what could be developed on Millhouse Road. They have different combinations of office, retail, service, manufacturing and distribution space. Note that many of the businesses in the more interesting areas, particularly Atlantic Ave. in Raleigh, have loading docks at their entrance which have been turned into retail dining space, and not their rear, as required in the Millhouse Road zoning.



Exhibit 13:  
Profile of Tenants  
Coppertop Business Park, Bainbridge Island, WA



*Note the number of artisanal food uses in this complex, which include a craft brewery, distillery, coffee roasting plant, caterer, chocolate maker, and pizza maker. All but one of those have retail operations on site. Youth activities include a boys-and-girls club, which makes daily use of the green, a rock climbing gym, and a private center for math clubs and Destination Imagination clubs. Office users include a physical therapy center, financial professionals, insurance agents, and private counselors. This center now enjoys use on both weekdays and weekends, and during the day and in the evening.*





# ROGERS ROAD ZONING STANDARDS **DRAFT** ZONING STRATEGIES OUTLINE

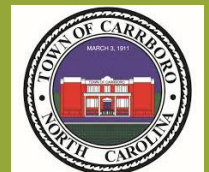
January 17, 2019

Prepared by:



RENAISSANCE PLANNING

**both**&  
planning



## Introduction and Overview

The Rogers Road Zoning Standards Project is a joint planning effort of the Towns of Chapel Hill and Carrboro to develop zoning and land use policy recommendations for the Historic Rogers Road Neighborhood. This project includes reviewing supporting information, facilitating robust community engagement, and ultimately producing a set of zoning recommendations. All work is guided by the principles and objectives of *Mapping Our Community's Future*, a report authored by the Rogers Eubanks Neighborhood Association (RENA) and Marion Cheek Jackson Center (MCJC) in 2016. The objective of this project is to translate the extensive planning that has already occurred into actionable policies to achieve the community's vision.

This document is a draft outline of what **a new overlay district for the Historic Rogers Road Neighborhood** could look like. At the beginning of this project, we reviewed relevant plans and documents, including *Mapping Our Community's Future*, then had two community meetings to receive public input on what the standards should be for future development in the neighborhood.

This document is an intermediate step between gathering public input and drafting the actual legal language of the code. It highlights the most important suggested changes and points to areas requiring additional public discussion. Sections with specific questions for further consideration are shown in blue boxes, as illustrated to the right, and illustrated with graphics, photos, or examples where possible.

### QUESTIONS TO CONSIDER

**Sections with specific questions for further consideration are shown in a blue box.**

Because there are two jurisdictions with land in the Rogers Road neighborhood (Chapel Hill and Carrboro), the final code language may vary slightly. This document identifies any sections that would be different between the two jurisdictions. Otherwise, the sections will be the same in both codes.

## Historic Rogers Road Neighborhood (HR) Overlay District

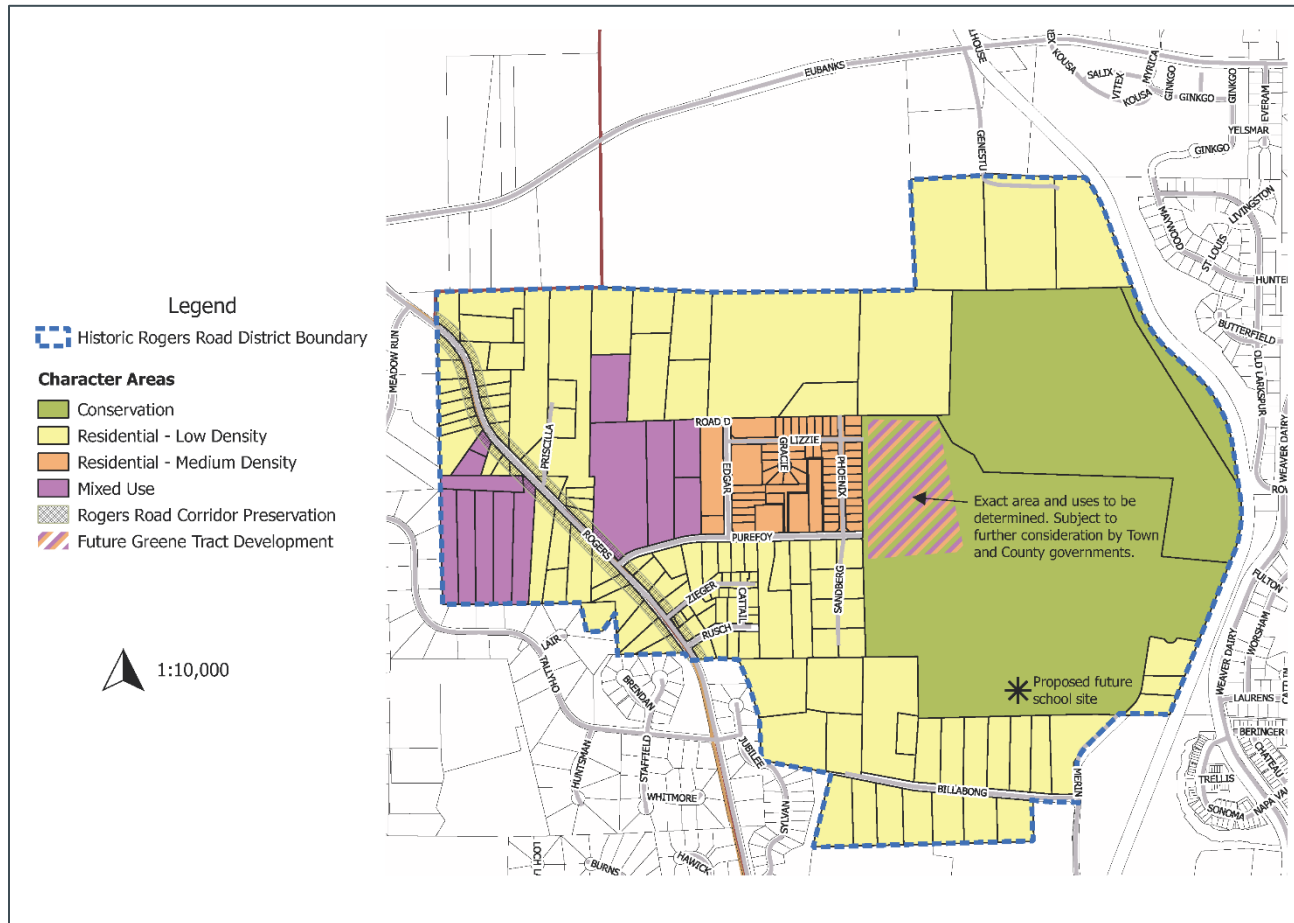
### 1) PURPOSE AND INTENT

This section describes why the overlay was adopted. It will use language from *Mapping Our Community's Future* and feedback from public meetings to support the new regulations. It will first refer to *Mapping Our Community's Future* as the driving document, and then will present different reasons for the new regulations in a list format. The list will include things like:

- To create opportunities for long-term residents to continue living in the community and to age in place;
- To preserve socioeconomic and cultural diversity of the neighborhood;
- To increase physical connections within the neighborhood, including for pedestrians and bicyclists;
- To respect and protect the natural character of the neighborhood;
- To ensure that new development is consistent with neighborhood character and the vision that residents have developed for its future;
- To provide greater residential housing choice, affordability, and diversity;
- To increase economic opportunities within the neighborhood;
- To increase recreational resources within the neighborhood;
- To ensure that new development is adequately served by infrastructure, including streets, sidewalks, and utilities.

## 2) DISTRICT BOUNDARY

This section will include a map that shows the boundary of the district overall, and will show lot lines, existing streets, and planned future streets. It will also show and label overlay sub-districts so that it is clear exactly what rules will apply to each parcel within the community. This map will be different in Chapel Hill versus Carrboro – it will only show the parts of the neighborhood that are located within that jurisdiction.



*Historic Rogers Road Zoning Overlay Boundary and Zoning Districts*



### 3) ZONING TYPES (SUB-DISTRICTS ESTABLISHED)

This section will describe the various sub-districts (“character areas”) shown on the map in the previous section. Each sub-district will have a short statement explaining why it exists and what is generally allowed in that area. The following are drafts of the sub-district names and statements.

#### a) Residential – Rogers Road Corridor Preservation (HR-P)

- i) **Intent:** New development matches character of existing development.

The Residential – Rogers Road Corridor Preservation (HR-P) sub-district is intended to protect the character of the historic Rogers Road corridor. Specifically, this sub-district requires deeper setbacks from the roadway compared to other residential sub-districts to keep new development consistent with the existing homes and to protect the rural views and feel of the roadway.

#### ii) Permitted Uses

This section will provide information on what types of uses are allowed this sub-district of the overlay. Note that the two jurisdictions currently use different designations in their permitted use tables to show what uses are allowed, or not. These differences will be reflected when the final ordinances are drafted; for now, the draft table uses a simple scheme for both jurisdictions.

This section will also be clear that anything not listed is not permitted in the area.

In general, HR-P sub-area will allow the following uses:



*Aerial view of Historic Rogers Road Neighborhood; Source: Google Earth*



*Large lot homes in Charlotte, NC; Source: <https://charlottenc.gov/CityCouncil/focus-areas/TransportationFocusArea/11.13.2017%20TAP%20Committee%20Meeting%20Handouts.pdf>*



*Large lot development in Frederick County, MD Source: <https://envisionfrederickcounty.org/dumbing-down-of-smart-growth/>*



*Large lot homes in Roanoke, VA; Source: <https://www.roanokeva.gov/DocumentCenter/View/1481/Neighborhood-Patterns-PDF>*

## RESIDENTIAL – ROGERS ROAD CORRIDOR PRESERVATION (HR-P): QUESTIONS TO CONSIDER

Is this designation a good idea for protecting neighborhood character? Is there anything else that should be restricted here – home occupations, duplexes, triplexes?

- Single-family detached homes
- Duplexes
- Churches/places of worship

### iii) Dimensional Requirements

- (1) Minimum lot size (could be different in CH vs. Carrboro, but that is the average current lot size to keep development consistent/compatible)
- (2) Minimum setback only (no maximum)
- (3) Maximum home size

### b) Residential – Low Density (HR-L)

- Intent:** new development generally matches what is currently allowed by zoning

The Residential – Low Density (HR-L) sub-district is intended to protect the character of existing lower-density areas within the neighborhood and provide for compatible new development at approximately three units per acre, illustrated in the image to the right.

#### ii) Permitted Uses

This section will provide information on what types of uses are allowed this sub-district of the overlay. Note that the two jurisdictions currently use different designations in their permitted use tables to show what uses are allowed, or not. These differences will be reflected when the final ordinances are drafted; for now, the draft table uses a simple scheme for both jurisdictions.

### 3 UNITS PER ACRE



Kansas City, MO 3.5 units / acre



Beaufort, SC 3.6 units / acre

*Example of three units per acre in Kansas City, MO; and Beaufort, SC;*

*Source: <https://www.cityofeastlansing.com/DocumentCenter/View/1549/Visualizing-Density---Campoli-and-MacLean-PDF>*

This section will also be clear that anything not listed is not permitted in the area.

In general, HR-L sub-area will allow the following uses:

- Single-family detached homes
- Duplexes
- Churches/places of worship
- Schools
- Home Occupations (major and minor)
- Parks and recreation

### iii) Dimensional Requirements

- (1) Minimum lot size of 17,000 feet<sup>2</sup> AND maximum unit density of four (4) per acre (only possible if one is a duplex)
- (2) Minimum AND maximum setbacks (homes should be close to the street to promote a sense of community, but not too close)
- (3) Maximum lot coverage matching current R1/RR standards
- (4) Maximum single-family home size of about 2,000 feet<sup>2</sup>

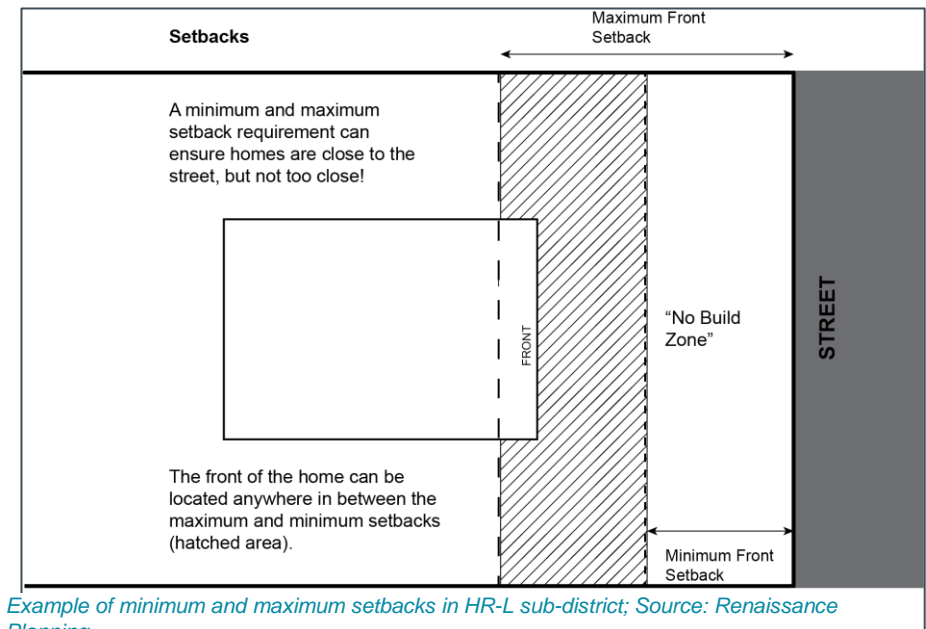
### c) Residential – Medium Density (HR-M)

- i) **Intent:** for nodes of more clustered housing, where appropriate

The Residential – Medium Density (HR-M) sub-district is intended to create areas where lot sizes may be smaller, with overall density no more than five units per acre. Note that this sub-district will likely only be used in the Chapel Hill jurisdiction. Note that this sub-district will likely only be used in the Chapel Hill jurisdiction in areas that have not yet been established.

### RESIDENTIAL – LOW DENSITY (HR-L): QUESTIONS TO CONSIDER

Should duplexes be allowed in the low-density areas? What about triplexes?







*Four units per acre in Ellensburg, WA;  
Source: <https://www.theurbanist.org/2017/05/04/visualizing-compatible-density/>*



*Five units per acre in St. Paul-Minneapolis,  
Minnesota Metropolitan Area;  
Source:  
<https://metro council.org/Transportation/Planni>*

## ii) Permitted Uses

This section will provide information on what types of uses are allowed this sub-district of the overlay. Note that the two jurisdictions currently use different designations in their permitted use tables to show what uses are allowed, or not. These differences will be reflected when the final ordinances are drafted; for now, the draft table uses a simple scheme for both jurisdictions.

This section will also be clear that anything not listed is not permitted in the area.

In general, HR-M sub-area will allow the following uses:

- Single-family detached homes
- Duplexes
- Triplexes
- Cottage Courts, co-housing, and other cluster models
- Churches/places of worship
- Schools
- Home Occupations (minor)

- Community center / civic facilities
- Parks and recreation

### iii) Dimensional Requirements

- (1) Minimum lot size of 10,000 feet<sup>2</sup> AND maximum unit density of six (6) units per acre (only possible if one or more lots hold a duplex or triplex)
- (2) Minimum AND maximum setbacks
- (3) Maximum lot coverage a bit higher than current standards to allow for additional density
- (4) Maximum single-family home size of around 1,500 feet<sup>2</sup>



*Cottage court (left) and Co-housing development (right). Source:*

### d) Mixed Use (HR-X)

- Intent:** for nodes of housing, live-work space, and low-intensity commercial uses.

The Mixed-Use (HR-X) sub-district is intended to provide for areas with a broader range of uses, including residential, office, and low-intensity commercial uses. Innovative housing types such as live/work units, second-floor residential over office or commercial, and assisted living for the elderly are encouraged in these areas.

### RESIDENTIAL – MEDIUM DENSITY (HR-M): QUESTIONS TO CONSIDER

Is this the right density (five units per acre maximum)?

Where on the map should these areas be established? Near existing resources like the community center? Near future roads? Near mixed-use areas that will also have additional density?

## ii) Permitted Uses

This section will provide information on what types of uses are allowed this sub-district of the overlay. Note that the two jurisdictions currently use

different designations in their permitted use tables to show what uses are allowed, or not. These differences will be reflected when the final ordinances are drafted; for now, the draft table uses a simple scheme for both jurisdictions.

This section will also be clear that anything not listed is not permitted in the area.

In general, HR-X sub-area will allow the following uses:

- Single-family detached homes
- Single-family attached homes/townhouses
- Duplexes
- Triplexes
- Live/Work units
- Second story residential over commercial or office first story
- Assisted living/elder care facilities
- Healthcare facilities
- Offices
- Personal services (hair salon, florist, pharmacy, other small-sized businesses)
- Flex space (likely with size restrictions)
- Schools
- Churches/places of worship
- Parks and recreation
- Community center / civic facilities

## iii) Dimensional Requirements

- (1) These will focus on the setbacks around the “edges” of the development, not within, and will have the goal of protecting neighbors.
- (2) Maximum Density (TBD)
- (3) Minimum 40’ buffer between mixed-use buildings and residentially zoned parcels
- (4) No minimum buffer between mixed use areas and roadways – to increase connectivity and pedestrian/bike friendliness, as well as safety, these entrances should be clear and easily visible from the public right of way.

### MIXED USE (HR-X): QUESTIONS TO CONSIDER

Should there be a maximum density/intensity?

What about a minimum density/intensity?

Where do we want to apply mixed use zoning?

Where should we make it an option for property owners to use?

What about supporting stronger visual and physical links between the Buddha, LLC property and St. Paul’s Village? (Tradeoff would be a different character along that portion of Rogers Road)

### e) *Conservation (HR-C)*

- i) **Intent:** To protect environmentally sensitive areas.

The Conservation (RR-C) sub-district is intended to protect environmentally sensitive areas within the neighborhood. Note that this sub-district will likely only be used in the Chapel Hill jurisdiction.

#### ii) **Permitted Uses**

This section will provide information on what types of uses are allowed this sub-district of the overlay. Note that the two jurisdictions currently use different designations in their permitted use tables to show what uses are allowed, or not. These differences will be reflected when the final ordinances are drafted; for now, the draft table uses a simple scheme for both jurisdictions.

This section will also be clear that anything not listed is not permitted in the area.

In general, HR-C sub-area will allow the following uses:

- Parkland
- Conservation

#### iii) **Dimensional Requirements**

(1) N/A

## 4) **DEVELOPMENT STANDARDS**

This section tells what new development must include within the overlay district. These standards are aimed at making sure new development, or redevelopment, in the neighborhood provides the kinds of quality and amenities that the community wants to see. This includes open space for recreation, screening of new mixed-use areas for privacy, allowing signs for home-based businesses, and requiring new streets and sidewalks that handle new traffic created by development.

- a) **Parking**
- i) **Vehicle Parking**

This section will refer to current parking minimums for each jurisdiction.



## ii) Bicycle Parking

This section will require bicycle parking to be provided in Mixed-Use areas.

### OPEN SPACE DEVELOPMENT STANDARDS: QUESTIONS TO CONSIDER

We have heard from the community that paved pathways, public gathering areas, and indoor recreation spaces are important. What other types of recreation are desirable in new developments? Water features? Ball fields/courts? Playgrounds?

## b) Landscaping

This section will list the requirements for landscaping for new developments and redevelopments, including mixed-use areas and new residential subdivisions. It will require street trees, landscaping in and around parking lots, and vegetated buffers around mixed-use areas where they border residential areas (which will work with the deeper setbacks in these areas to ensure residential privacy and protection from light, noise, etc. from mixed-use areas).

## c) Open Space

This section will give the requirements for open space provision for new residential subdivisions and mixed-use areas. As it is today, there will be a minimum percentage of the total land area set aside for open space. A new feature will be the requirement that open space be provided in particular ways that the community most desires. Specifically, public gathering areas, walking paths that are paved for mobility, and others as identified by the community will be prioritized.



Prairie Lakes Community Center in Des Plaines, Iowa; Source:  
<https://www.dpparks.org/parks-facilities/prairie-lakes-community-center/>



Minnehaha Regional Park in Minneapolis, Minnesota. Source:  
<https://togetherweplay.playlsi.com/tag/rhapsody-outdoor-musical-instruments/>



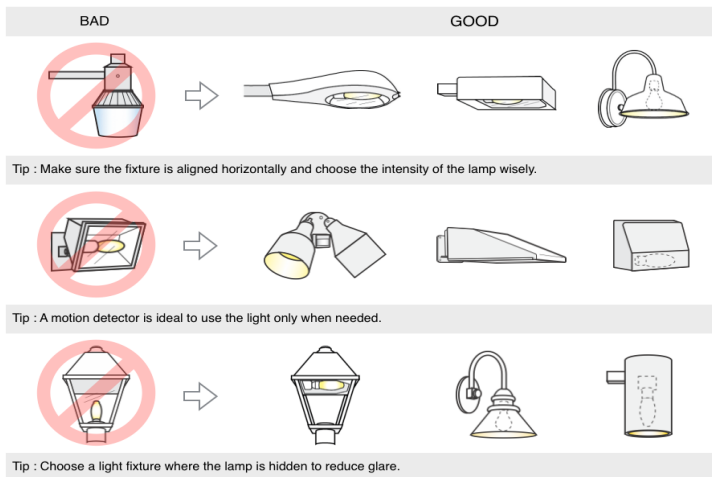
Splash Pad on the Beltline in Atlanta, GA; Source: <https://beltline.org/parks/perkerson-park/>



Philadelphia neighborhood. Source: <http://www.gridphilly.com/grid-magazine/2011/12/9/play-ball-a-community-garden-and-a-revitalized-baseball-fiel.html>

#### d) Exterior Lighting

This section will apply only to non-residential development and will state that exterior lighting must be shielded (directed downward at the ground, rather than allowed to spill in all directions). There will also be a requirement for mixed-use and commercial developments that the light source not be visible from the lot line, and a limitation on light that can reach the lot line.



A light source where the bulb is not visible, and the light is directed downward. The light creates a safe environment for walking up to the building.

## e) Screening

This section will apply only to non-residential development, and will require that dumpsters, recycling, service and loading areas, and ground-based mechanical equipment be screened (hidden) from view with a wall, fence, and/or landscaping.

## f) Signage

## i) Mixed Use (HR-X) Sub-district

## ii) Residential Sub-districts (HR-L, HR-M, HR-P)

This section will describe the signage allowances for each lot in the residential districts. Essentially, this is aimed at home-based businesses and will allow small signs (maximum area of 2 square feet) that are mounted on a wall of the house. Illustrative examples are pictured.



*Small, wall-mounted signs for business. Source: <http://www.acesignco.com/exterior-signs/building-signs/wall-mounted-signs/>*

## 5) INFRASTRUCTURE

This section describes what types of infrastructure are required when lands within the overlay are developed. This will apply to subdivisions and mixed-use development, not to individuals building or renovating a home on one parcel.



## a) Streets

This section will refer to the map of the district and will say that new residential subdivisions and mixed-use developments that are in areas with future streets designated must participate in street construction that works to complete the streets as shown on the map. There will be a way for applicants to work with staff to adjust the exact locations of streets, so long as the general pattern is preserved. This section will also require that new residential subdivisions develop in a way that is highly connected, without many cul-de-sacs, and with connections to both existing streets and paths or trails for added connection and transportation options within the community. Example graphics will be included to encourage more grid-like streets over curvy, cul-de-sac suburban-style streets.

## b) Sidewalks

This section will require new residential subdivisions and mixed-use development to provide sidewalks on both sides of the street. There will also be a requirement to connect sidewalks to adjacent properties' sidewalks, paths, or trails where they exist to ensure a connected community.

## c) Bike Lanes

This section will require the installation of bike lanes on certain new streets.

## d) Stormwater

This section will refer to the existing stormwater rules for each jurisdiction and will encourage the use of stormwater utilities in residential and mixed-use areas that incorporate recreation resources, such as walking paths, into stormwater features that meet or exceed current stormwater rules.



*Meadowmont Village, Chapel Hill – stormwater pond with landscaping and multi-use path incorporated.*



*Champaign, IL, Stormwater basin with walking trails (left) and Air Force Corporate Facility Standards – Stormwater Basin as an amenity with rock garden, plantings, and walking path (right)*

## 6) SPECIAL CIRCUMSTANCES

### a) Applicability

This section explains what kinds of development will be affected by the regulations. This will likely say that all land and development located within the Historic Rogers Road Neighborhood Overlay will be subject to the regulations, unless specifically exempted in the Exemptions section, below.

### b) Exemptions

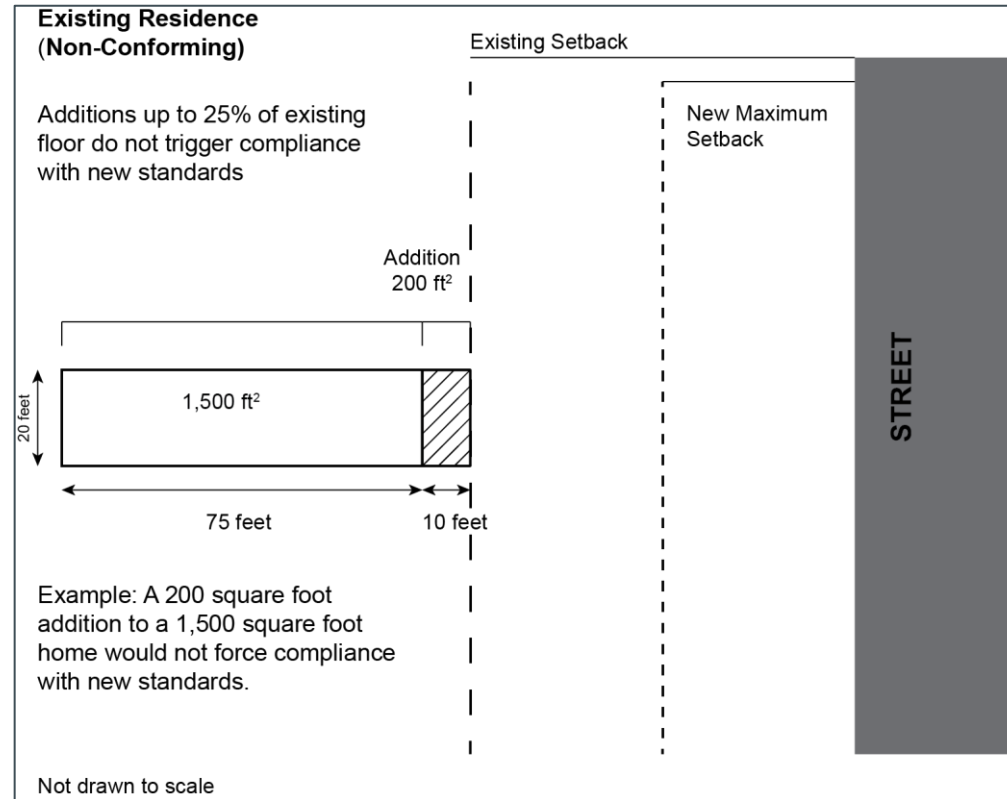
This section will list any types of development that do not have to comply with the standards of the overlay. This could include minor additions or remodeling on buildings that existed before the new district was established, or changes from one allowed use to another where no changes are made to the building housing the use.

## EXEMPTIONS: QUESTIONS TO CONSIDER

Should a minor addition (for example, adding 25% or less of the existing floor area of the building) be exempt? Is 25% the correct amount?

Example: I have a 1,500 square foot house built before the new standards were adopted, and it is set back further from the road than I would be able to build it under the new rules. I want to build an addition. If minor additions up to 25% are exempt, I can add up to 375 square feet (for a total square footage of 1,875 square feet) without having to make any changes to comply with the standards. However, if I wanted to add on more than 375 square feet, I would have to bring my home into compliance, perhaps by building the addition on the front of the home to be closer to the street, or I would have to request a variance. If minor additions are not exempt, I would have to make my home comply or request a variance to add on any floor area (see image at right)

Should there be exemptions from the regulations? If so, which ones?





## c) Modifications of District Standards [administrative adjustments for site constraints]

This section will describe how and under what circumstances the standards in the overlay district may be modified or varied. While the aim of the overlay is to create rules that work for all the lands within the area, there are always some circumstances that need some flexibility. For example, there could be a case where a landowner is trying to build new homes that generally fit with the character of the neighborhood, but the land they are

### MODIFICATIONS TO DISTRICT STANDARDS: QUESTIONS TO CONSIDER

Should the overlay provide for flexibility of this type?

Are there any specific reasons we would want to allow (or not allow) a modification?

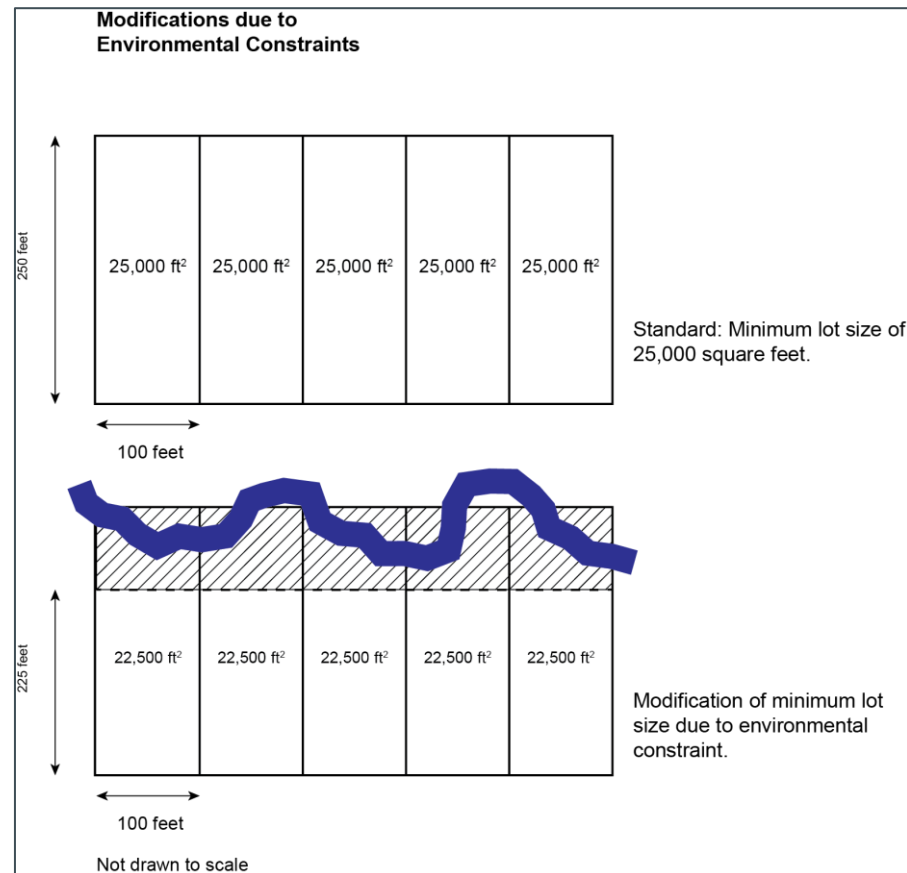
- What if there is a stream or wetlands across the property (see image at right)?
- A very steep slope on one part of the property?
- Evidence of an endangered species habitat on the property?

Should the rule allow for a greater amount of flexibility than 10%?

The benefit to this is making it easier for land to be developed, which may result in more affordable homes and development generally. The down side is that it creates less predictability in the standards – not all lots will develop the same way. The increase in development may also be seen as a down side for some.

working with has a stream or other environmentally sensitive feature that is making it difficult to meet some standards, such as the minimum lot sizes for the homes. In this case, the code could allow the landowner to request some flexibility in the minimum lot size when they submit their application for development. The applicant would have to show that the request meets a list of requirements, such as remaining consistent and compatible with surrounding land uses, compensating for some unusual aspect of the site, and does not pose a danger to public health or safety. This

modification, if granted, would be limited to a specific percentage, such as 10%, of any numerical requirement. For example, in the scenario above, if the applicant is developing in an area where the minimum lot size is 25,000 square feet, and they successfully apply for the modification, they could decrease each lot size by 250 square feet, for a modified minimum lot size of 22,250 square feet.



## d) Payments in Lieu

This section gives applicants an option to pay the Town(s) for construction of streets, sidewalks, bike lanes, or open space, rather than installing it themselves. It is a standard section that allows for flexibility while still ensuring that the community gets the amenities it wants.

## e) Nonconformities

This section explains what happens with a use, building, or site that is nonconforming – that does not meet the requirements of the overlay when it is established. It will say that nonconformities that existed before the effective date of the overlay can continue (they do not have to change to meet the standards) unless they are expanded or enlarged. In the case of damage, single-family homes that are nonconforming can be rebuilt without the requirement to come into conformity. Structures other than single-family homes that are damaged beyond 35% of the value of the structure will be required to come into conformity when they are rebuilt. This section also clarifies that nonconformities can – and should – be maintained and repaired for health and safety, and that this does not require conformity.

### MODIFICATIONS TO DISTRICT BOUNDARIES: QUESTIONS TO CONSIDER

Should property owners of lands currently “in” the overlay be able to ask to be removed from the overlay district?

Should property owners of nearby lands that are not currently “in” be allowed to ask to be rezoned to be “in” the district?

Under what circumstances should these requests be granted? In other words, what should the criteria be for staff and elected officials who are considering a request to be rezoned in or out of the district?

### 7) OTHER

#### a) Effective Date

This section will tell when the overlay goes into effect. This may be the same as the date it is adopted, or it may be at some future date after adoption. After this date, the rules within the overlay will be enforced.

#### b) Conflict (what standard controls if there is a conflict with LUMO/LDO)

This section will tell code users what will happen if a standard in the overlay is different from a standard in the base zoning district or another part of the code. It will be clear that if a standard is different (either more or less restrictive) in the overlay compared to the base district, that the overlay district will control. This ensures that the overlay achieves all its aims.

#### c) Modifications to District Boundaries

This section will tell whether and how the district boundaries can be expanded or retracted.

## MODIFICATIONS TO SUB-DISTRICT BOUNDARIES: QUESTIONS TO CONSIDER

Should property owners be allowed to request a change of sub-districts?

Example: In 10 years, the mixed-use sub-districts have been very successful, but now they are getting full. I am a property owner who wants to change my property from the residential sub-district into a new mixed-use sub-district so that there is more room for new uses to grow with the neighborhood. If I change of sub-districts is allowed, I can make a request for rezoning to a new sub-district and will have to use a list of included criteria to argue that my property is a good place for this change to happen. If no change in sub-districts is allowed for by the regulations, the area could still change, but the process for changing the map will be much more difficult. This means the area is less flexible – but more predictable – as time passes.

Under what circumstances should a change of sub-districts be allowed? In other words, what would make a change of sub-districts appropriate? Location? Size?

### i) Modifications to Sub-District Boundaries

This section will tell whether and how the sub-district boundaries can be changed. For example, is it allowed for a property owner to ask to be rezoned from one sub-district to another?

### d) Review for Compliance

This section will describe how applications for development in the neighborhood will be handled. It will simply refer the code user to the correct sections for each jurisdiction for a zoning permit, site plan, or subdivision, and will also tell how appeals will be handled. This section is included for user-friendliness purposes and does not change anything in either jurisdiction's ordinance.

## 8) DEFINITIONS

This section will include any definitions that are either new (not included in the current land use ordinance for the jurisdiction) or which are different from the definition in the current ordinance.

### a) Live-Work Unit

A structure or portion of a structure combining a dwelling unit with an integrated nonresidential work space typically used by one or more of the residents. The nonresidential work space is typically found on the building's ground floor.

Example: Someone has a sculpture studio on the first floor of the building, where they create their work, occasionally see clients, and (maybe) sell their products to customers during business hours. They live in a second-story apartment above the studio.

## b) Home Based Business (Major and Minor)

Another important definition change concerns home-based businesses. Currently, both the Carrboro and Chapel Hill ordinances define just one type of home-based business that is limited to one employee other than the occupant of the home, and that limits the noise and other “nuisance” effects of home-based businesses. These restrictions may limit certain types of businesses, such as woodworking shops, small engine repair, and others that might otherwise be economic opportunities for residents. Based on public input, there is a desire to allow a broader range of home based businesses, so long as the other residents of the neighborhood are protected from negative effects like noise, traffic, and visual impacts. The new definition will follow the Orange County definition of home occupations and will include a new distinction between a major and a minor home

occupation. A minor could be essentially the same as it is now – no more than one employee, no noise, no outdoor storage (signs will now be allowed under this overlay). A major will allow for more intense businesses – this could include increasing the square footage that is allowed for a home occupation, increasing the number of employees, and allowing for noise during certain parts of the day. In order to protect neighbors, a major home occupation will be required to totally screen any storage or equipment, either by keeping it indoors or by using an opaque fence and landscaping – nothing related to the business except parked, functional vehicles and the allowed sign, should be visible from either the street or neighboring lots.

## c) Triplex

Another potential change is to add a definition of a triplex (three family) dwelling unit in the Chapel Hill jurisdiction. At present, three units and above are counted as multifamily dwellings. The community has expressed interest in allowing triplexes, but not any other multifamily dwellings, in some areas of the neighborhood. Adding a new definition would allow this change.

### DEFINITIONS: QUESTIONS TO CONSIDER

Is the current definition of home occupation acceptable to use as the new “minor” definition?

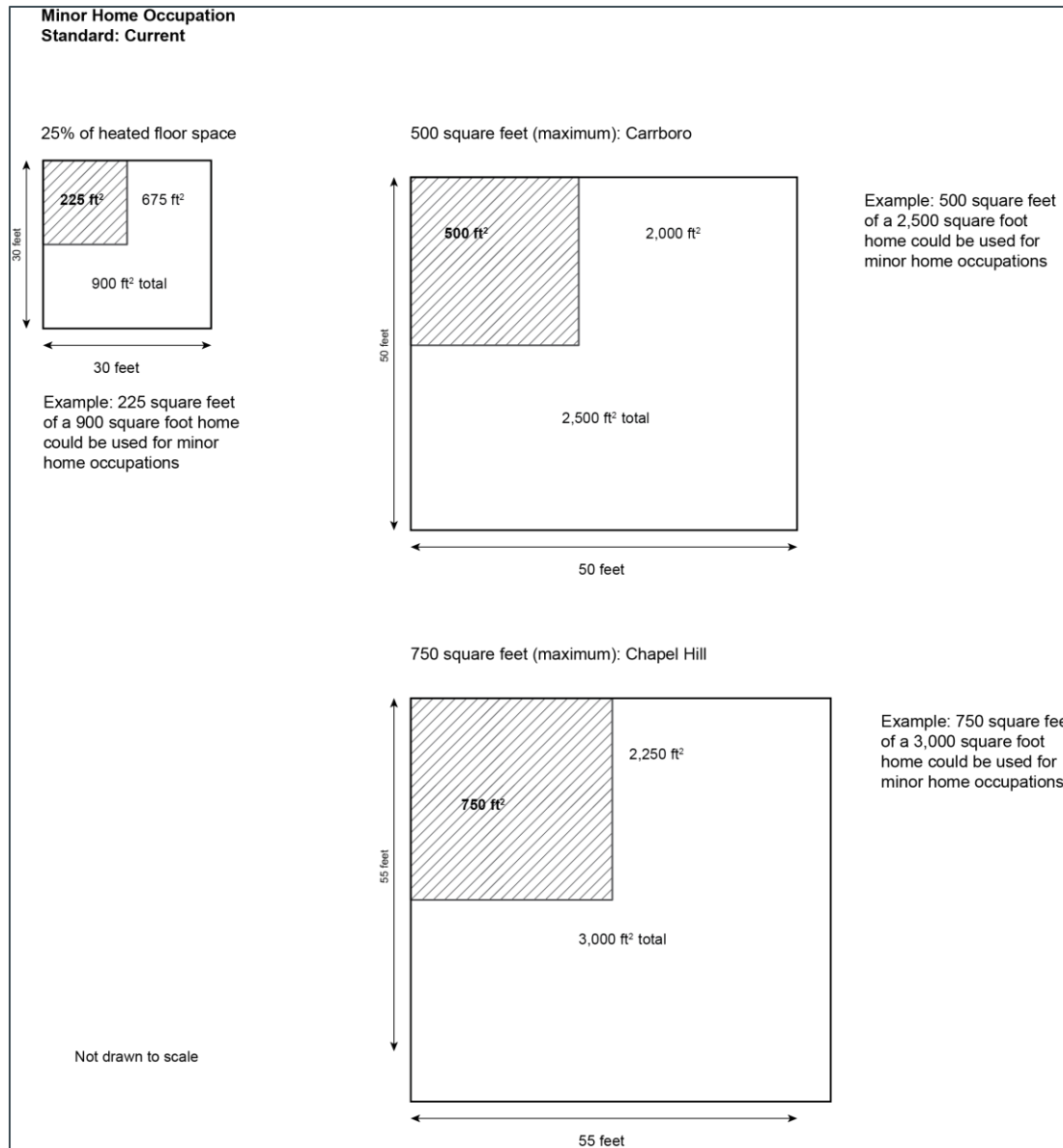
This includes a 25% or 500 square foot maximum area in Carrboro and a 750 square foot maximum area in Chapel Hill (see figure page 23); only one non-resident employee; and noise/nuisance restrictions at all times. Note that the signage section of this new overlay will allow for signs on home occupations, so that will change for all types.

What should the new “major” home occupation allow – More floor area? More employees? Noise at certain days/times? What about fumes, dust, and glare outside a building – are these acceptable at any time?

Where should the new major home occupations be allowed – in the lower-density areas only? What about in the medium-density or Rogers Road Preservation areas, if the lot is of a certain minimum size that would help keep negative effects on neighbors down?

Should there be a limit on the number of vehicles that may park at a home for a minor or major home occupation? Chapel Hill currently allows up to 3 vehicles at a time; Carrboro does not specify the number of vehicles that may park.







Home-based auto repair shop; Source: <https://truckersection.com/start-manage-mechanic-shop-home/>



Home-based woodworking shop. Source: <http://www.colinbrownewoodworking.com/>